Department Meeting 17 April (FTR/Lecturer) 18 April (Adjunct and Dual Credit)

**Status**

physical

mental

classes

equipment (if you need anything from your office, call Security 956-872-2589 when you get on campus and they will let you in. Get in, get your stuff, and get out)

**Finishing Spring**

final exams: expanded times and dates

grades and alternate grades S/P/NP

Incompletes or drops

End of semester documentation

Pride info: PLO and Core Objectives

Student evaluations

Faculty evaluations (a few on Spring cycle)

**Summer schedules**Concourse now available

Conversion and re-assignment of classes

Course approval forms

Dual Credit classes?

training requirements

**Board Meeting**

1. Student govt rep said students are being denied what they paid for, and asked for/demanded:  
 a. able to drop all classes with no financial aid penalties and full refunds, extend the drop date

b. give Incompletes with guaranteed free space in classes next semester

c. retake any classes for free with guaranteed space in the next semester

d. if no refunds, pro-rate fees for future semester

She then reprimanded the board for not having a backup plan already. What if STC had been destroyed?

2. Food Services Director spoke as STC “family” & taxpayer. Says taxpayers will support STC in keeping all jobs for everyone. His staff will find a way to be useful.

3. David Plummer  
Limited financial aid and advising services being made by appointment at Pecan. Trial run this week in compliance with COVID 19 directives (quietly; we don’t need a swarm of people converging on campus). Will expand services if test is successful and other county health offices give permission. No hanging around waiting; get in, get advised, get out.

Pecan Library offering open computer lab, reservations for 1 hour, 10 spaces available.

Welding, Fire, and Police Academies making arrangements for limited student presence for labs/training.

How to get news to students? Faculty referrals and faculty announcements for these; email blasts and website front page for S/P/NP and other major news. Does the Board trust faculty?

S/P/NP briefly mentioned. Some on Board didn’t know about it even though it was sent to them by President Reed.

4. Matt Hebbard

Summer all online, expecting 35% drop

Unable to do the fast track recruiting and advising events over the past few weeks, really hurting our Summer and Fall enrollments. We do offer Pell grants over summer, which lets up pick up university students needing credits

Fall 25% drop expected. Might be mostly hybrid or all online

Spring is estimated as a 10% drop (conservative estimate)

We might pick up some university students who can’t return to school due to closed residence halls. (Maybe an uptick in BASOL?)

5. Maria Elizondo

Budget can be approved as late as August, and amendments can be made afterwards as needed. Will likely do an amendment for Spring 2020 due to what is happening now.

Discussion of refunds of tuition, fees, etc. Dr. Reed pointed out that law prevents us from refunding tuition and fees at this point.

$2 million contingency fund

10-15% drop in Dual credit expected

inter-campus travel budget retained, but will be limited.

Auxiliary fund depleted due to Bookstore, Cafeteria, and Child Care center being closed

CARES Act $20 million for STC from Feds: 10 million for students, and 10 million for STC directly. We don’t know yet how exactly this will be used. Not included in draft budget because information was not available at the time the budget was developed, and the law is so vague that we are still unsure how and when exactly it can be used

6. Hebbard (again)

Board voted to allow Hebbard to explore a delayed date for Spring graduation. Location first proposed the delay to us due to health concerns. Chair asked if we shouldn’t just cancel graduation. No idea when delayed ceremony would be: mid-summer? folded in with Fall?

7. Other Board votes:  
\* APPROVED waiver of distance education fee for Dual Credit classes for Summer only. Very adamant that this is only for Summer; may consider for Fall if we are still physically closed. (Dual Credit classes might be converted to online now that this is approved)

\* APPROVED waiver of Student Activities fee for all students, due to lack of student activities.

8. Staffing cuts?  
Board convened to Executive session (off camera) to discuss this item. They never returned that I saw. Unknown what they decided, if at all.

**Fall 2020 Staffing**

Worst case scenario: Be ready to live off of your base salary. I am developing alternate versions of the Fall 2020 schedule to account for the projected enrollment drops and staffing reductions. Adjuncts will be used only when needed. Even after the schedule is overhauled, depending on how enrollments go I might need to reassign some classes to get people to their 5 base load if necessary.  
  
If this still doesn’t keep everyone to at least 5 base load, Policy on short load for Fall is to make up for it with extra classes (not paid as overloads) in Spring. Even if Fall numbers are down, I expect we’ll probably see some recovery by Spring 2021. **Rough numbers:**

Normal operations: Rough draft of 25% reduction in sections yields roughly 70-75 sections total, not counting embedded Dual Credit classes. Base + 2 overloads for FTR, with remaining daytime classes covered by 2 or more adjuncts. Maybe enough to reactivate 1 Lecturer if we’re lucky. Multiple FTR will need to go to high schools to cover classes.

Online only operations: f2f will close, and consolidated into online sections. Guesstimates based on Fall 2019 numbers reduced by predicted enrollment drop is between 55-60 sections total, not counting embedded Dual Credit classes. Enough for base load plus maybe 1 overload.

**Also Fall**

SACSCOC evaluation is still due in Fall, but no mention has been made in a long while. Unknown how this will be conducted, or if it will be delayed. **Future thinking:**

How do our textbook choices and course design(s) fit with the emergency procedures model? This probably won’t be the last time we have to do something like this.  
  
Anything we should adjust for regular operations going forward?