



## **VVECHS • CECA • FECHS Advisory Team Meeting Agenda**

Friday, September 10, 2021

Microsoft Teams

10:00 AM – 12:00 PM

- I. Welcome
- II. EPCC Updates
- III. Principals' Updates
- IV. Online Class Protocols – Dr. Edmond Martinez
- V. Registration
- VI. ECHS Blueprint
- VII. Other
- VIII. Next Meeting



## VVECHS • CECA • FECHS Advisory Team Meeting Minutes

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Attendees (See attached sign-in sheet)

I. Welcome

Dean Bruce welcomed everyone to the Fall semester.

II. EPCC Updates

Dean Bruce gave an update on the MATH 1314 sections at VVECHS. Dr. Lachica-Chavez has been contacted to see how the issue can be resolved.

Instructors have been informed that VVECHS students have a short timeframe to get to class and may be tardy. Instructors have been asked to make allowances for the time required to travel between classes.

Dean Badillo thanks the team for their patience as Fall registration tends to take longer than usual. Using the new College Readiness Standards adds an extra step to the registration process.

There has been a decrease in the Dual Credit enrollment but a slight increase in ECHS enrollment. There are many reasons this could be the case; pandemic, high school recovery, student hesitancy, new testing scores, etc. Dean Badillo asked the team to share ideas about why enrollment is down to see if a solution can be worked out.

There has been some confusion on when students can be enrolled late into a course. Students must have the prerequisites met before the semester starts. Students who are allowed in late are those who have missing paperwork like the early admissions application, meningitis shot documentation, etc., but have already met the prerequisite before the semester begins.

III. Principals' Updates

**CECA**

CECA got off on the right step, and everything is going well. They had few issues with registration. A few students have been moved, but Ms. Hernandez has worked with registration, and everything has been resolved.

They have lost some students this year, and enrollment is down, but that was expected. They are facing similar issues of student learning gaps but have a plan in place to get them caught up. Attendance is very high at 97-98%, and students and teachers are happy to return.

At CECA, 65% of students are fully vaccinated, and 80% are partially vaccinated. Parents continue to pull students out of class to get vaccinated. After the Clint ISD Board of Trustees issued a mask mandate, all students have worn masks. Students understand that if they continue to take of themselves and each other, they will continue to have class on campus. The biggest challenge is keeping social distancing.

## **VVECHS**

Enrollment is up this year, with the largest group since in years; 381 total students (123 freshmen, 98 sophomores, 74 juniors, and 86 seniors)

Ms. Bankston gave an update on the construction happening at VVECHS. All portables have been reinforced, and a retention pond and drainage system are being installed. Construction is ahead of schedule. Plans are to move back to campus in January after a walk-through.

The bussing of students has been a challenge as 10 minutes is a short amount of time. Every day, they adjust the plan; bus drivers have access to unlock the school gate, and VVECHS teachers release students early. A couple of instances of EPCC instructors being harsh with students coming in late, but that has been addressed.

Registration had challenges, but the team worked hard to get students in the correct classes. Attendance at VVECHS is also above 97%.

Dean Badillo asked how students, faculty, and staff have felt starting the semester in a traditional school building rather than their campus of portables. Ms. Bankston mentioned that being in a traditional school setting has helped build the sense of community after coming back from online learning, but understands the need to get students back on the college campus.

After the meeting, Dean Primozych and Ms. Bankston discussed an issue with a student getting into an English course.

Dean Primozych also brought up the issue of communicating exposure notices with the high school. Exposure notices are sent to the student from HR with a description of how a student can return to campus. He asked if we need to create a protocol for notifying the high schools of these exposures. Dean Badillo suggested we speak to Ms. Bankston after the meeting as they are the only school sending students to the Valle Verde campus.

Dean Primozych worried if students know to inform their high schools of an exposure. He mentioned possibly bringing in the EPCC Safety Taskforce and others into this discussion. Ms. Bankston noted that part of their safety protocol is the option of a virtual classroom for high-risk students. Dean Badillo reminded the group that if a substitute is in place, they must be credentialed. Ms. Bankston clarified that the substitute is only there to keep the

student engaged and take attendance. These are guidelines from TEA. The instructor of record is the one to provide the instruction.

In the instance that a F2F class at EPCC is quarantined, the course will turn online. After the quarantine period is over, the class will transition back to face-to-face.

### **FECHS**

FECHS got off to a rough start with registration as their counselor was out unexpectedly. Ms. Duncan handled it (and appreciates what counselors do every semester) and found some areas to make adjustments. She asked what could be done when an ERF is sent back due to a time conflict. Dean Badillo described the process for requesting courses. Banner does not allow students to be registered if there is even a one-minute overlap in course times. Ms. Duncan will continue to work to get those cases resolved and may need to look into late-start and minimesters classes.

FECHS also has had issues with contacting EPCC instructors. One instructor, in particular, has no contact information in their class at all. She will email Dean Badillo about this situation.

FECHS uses ESWIPE for contact tracking. Students use their personal devices to log into the SISD website and fill in a form with health questions. The responses go to administration and nurses, and contact tracing is initiated. EPCC has a similar form, but exposure notices are still going out. EPCC faculty are encouraged to have their students fill out the Health Screening Agreement at every class meeting.

#### **IV. Online Class Protocols – Dr. Edmond Martinez**

CECA has students who have tried to contact their instructors through Blackboard messages and email but have not received a reply. The students are eager to start the materials but have not been given directions. This happened to a couple of students in the same class. One student mentioned an assignment opening at 1 pm and being due at 4 pm. The student is in their high school classes at that time and is unable to complete the assignment. Students have been asked to explain this to their instructor.

Dr. Martinez asked if there was another way to get the message out. Dean Bruce suggested the students continue to contact the instructor and visit the instructor during office hours. Instructors should be holding online office hours. If the instructor has not responded or a solution has not been worked out, please reach out to the Dean's office with the CRN and course information.

#### **V. Registration**

Dr. Martinez asked what Spring 2022 would look like in terms of classes. Dean Primozich described the Return to Campus safety plan; 75% return to campus in October, 100% reopening would take place in January if the pandemic allows. Scheduling is planned for 100% return (65% face-to-face, 35% online, with some variation). If the pandemic does not allow for a full return, Spring will look much like this semester. Dr. Martinez asked if the 75% return would coincide with the opening of Spring registration. Dean Primozich said

registration would open on October 1 while the return to campus is made at the EPCC Board of Trustees meeting later in the month. EPCC is planning for a full return to face-to-face for the Spring, but if it is not safe, it will be easier to turn the classes to online than the other way around.

Dean Primozich proposed coordinating Spring classes with EPCC instructors familiar with dual credit students to minimize the number of times students will need to be bussed to campus. Dr. Martinez agreed that that would be extremely helpful but would be a challenge to coordinate. Dean Primozich suggested they start by looking at what sections the high school will need for the Spring. Dr. Martinez will send that information to EPCC by next week; most needed classes, the number of students, preferred day, etc. Dean Badillo suggested that Dr. Lachica-Chavez be brought into the discussion, using this Spring semester as a pilot.

Ms. O'Quinn asked if the Dashboard would be cleaned out as there are documents from previous years. It makes it challenging to find needed documents. Dean Badillo will pass that on to Dr. Lachica-Chavez.

VI. ECHS Blueprint  
No discussion.

VII. Other  
Facilities Update – EPCC Facilities made many electrical updates to the Valle Verde campus over the summer, but there were some hiccups at the Americana Village. Some air conditioner units blew out when the power was turned back on. Parts are in limited supply, so there have been delays. There is one more power upgrade scheduled in December. Facilities also expect their PO to come through in mid to late September. Once it is available, requests can be submitted.

The 8<sup>th</sup> Annual Building Bridges Dual Credit Conference will take place from October 12<sup>th</sup> through the 16<sup>th</sup>, with pre-conference sessions taking place Tuesday – Thursday from 5 pm – 6 pm and the main conference day on Saturday, October 16<sup>th</sup>. The save-the-date flyer and registration link will be sent out soon.

VIII. Next Meeting  
The next advisory team meeting will be Monday, October 18th, from 10 AM to 12 PM through Microsoft Teams.

Minutes written by Lorena I. González



**Valle Verde Early College High School - Clint ISD Early College Academy**  
**Falcon Early College High School**  
**Advisory Team**  
**Microsoft Teams Meeting**  
**September 10, 2021**

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Dr. Cassandra M. Lachica-Chavez	Executive Director, Admissions & Registrar	EPCC	clachica@epcc.edu	(915) 831-2580	
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