Quick Facts 2021-2022

Start Small

Dream Big

Big Spring
Lamesa
San Angelo
SWCD
**Vision**

We will be known for enriching the lives and futures of those we serve as a unique rural community college national model of success that includes a campus specializing in deaf education.

**Mission**

The Howard County Junior College District provides oversight for its two-year institution Howard College Big Spring campus and extension campuses in Lamesa and San Angelo as well as the Southwest College for the Deaf. The district primarily serves the communities of its local taxing district of Howard County and the twelve other Texas counties in its state-legislated service area (Dawson, Martin, Glasscock, Sterling, Coke, Tom Green, Concho, Irion, Schleicher, Sutton, Menard and Kimble) as well as the deaf and hard-of-hearing community at-large in its state-legislated responsibility for the Southwest College for the Deaf. (Texas Education Code 130.084, 130.183 and 131). Students who choose to attend the college district from places outside of its designated responsibility are integrated into the college community. Based on Texas Education Code 130.0011 and 130.003, the role, mission and purpose of the campuses are to provide preparation for a career or for transfer to a senior college or university as follows:

- Career technical programs up to two years in length leading to associate degrees or certificates;
- Vocational programs leading directly to employment in semi-skilled and skilled occupations;
- Freshman and sophomore courses in arts and sciences;
- Continuing adult education programs for occupational or cultural upgrading with certifications as appropriate;
- Compensatory education programs designed to fulfill the commitment of an admissions policy allowing the enrollment of disadvantaged students consistent with open-admission;
- Workforce development programs designed to meet local and statewide needs;
- Adult literacy and other basic skills programs for adults; and
- Such other purposes prescribed by the Texas Higher Education Coordinating Board or local governing boards in the best interest of postsecondary education in Texas.

Appropriate student services to include counseling and guidance are also provided. The campuses strive to enhance economic, community, cultural and personal development across the service area and to the deaf community through appropriate partnerships and services in meeting its public service mission.

Although research is not a primary function as a community college, research in innovative teaching and student development practices to enhance learning, including best practices in deaf education, is encouraged and supported using appropriate resources. Excellence in all academic areas—instruction, research and public service as well as student success with a specialization in deaf education is expected.

**Values**

A family culture based on:

Students • Community • Diversity • Unity • Excellence • Integrity
District
Demographics

<table>
<thead>
<tr>
<th>Fall 2020</th>
<th>Fall 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>Enrollment</td>
</tr>
<tr>
<td>4030</td>
<td>4108</td>
</tr>
<tr>
<td>Dual Credit</td>
<td>Dual Credit</td>
</tr>
<tr>
<td>53%</td>
<td>55%</td>
</tr>
<tr>
<td>Online*</td>
<td>Online*</td>
</tr>
<tr>
<td>54%**</td>
<td>37%</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>Contact Hours</td>
</tr>
<tr>
<td>657,328</td>
<td>630,744</td>
</tr>
</tbody>
</table>

*Percent of students enrolled in one or more online course
**Impacted due to COVID-19

Residency Breakdown
- In District: 14%
- Out of District: 83%
- Non Resident: 2%
- Foreign: 1%

Ethnicity
- Hispanic of any race: 50%
- White: 42%
- Black/African American: 3%
- Two or more races: 3%

Full Time: 58% (Excluding Dual Credit)
Part Time: 42%
# Big Spring

## Demographics

<table>
<thead>
<tr>
<th>Fall 2020</th>
<th>Fall 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1402</strong></td>
<td><strong>1396</strong></td>
</tr>
<tr>
<td>Enrollment</td>
<td>Enrollment</td>
</tr>
</tbody>
</table>

- **56%** Dual Credit
- **77.55%** Online*  
*Percent of students enrolled in one or more online course

- **228,224** Contact Hours

- **68%** Full Time Excluding Dual Credit

- **32%** Part Time

### Ethnicity

<table>
<thead>
<tr>
<th>Ethnicity</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hispanic of any race</td>
<td>39%</td>
</tr>
<tr>
<td>White</td>
<td>50%</td>
</tr>
<tr>
<td>Black/African American</td>
<td>3%</td>
</tr>
<tr>
<td>Two or more races</td>
<td>3%</td>
</tr>
</tbody>
</table>

### Residency Breakdown

<table>
<thead>
<tr>
<th>Residency</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>In District</td>
<td>40%</td>
</tr>
<tr>
<td>Out of District</td>
<td>54%</td>
</tr>
<tr>
<td>Non Resident</td>
<td>4%</td>
</tr>
<tr>
<td>Foreign</td>
<td>2%</td>
</tr>
</tbody>
</table>

### Age Distribution

<table>
<thead>
<tr>
<th>Age Group</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age 14-19</td>
<td>73%</td>
</tr>
<tr>
<td>Age 20-24</td>
<td>12%</td>
</tr>
<tr>
<td>Age 25-39</td>
<td>10%</td>
</tr>
<tr>
<td>Age 40 &amp; Up</td>
<td>4%</td>
</tr>
</tbody>
</table>
Lamesa
Demographics

### Fall 2020 vs Fall 2021

<table>
<thead>
<tr>
<th></th>
<th>Fall 2020</th>
<th>Fall 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>129</td>
<td>123</td>
</tr>
<tr>
<td>Dual Credit</td>
<td>64%</td>
<td>51%</td>
</tr>
<tr>
<td>Online*</td>
<td>37.6%**</td>
<td>62.36%</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>16,592</td>
<td>17,024</td>
</tr>
<tr>
<td>Full Time</td>
<td>28%</td>
<td></td>
</tr>
<tr>
<td>Excluding Dual Credit</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part Time</td>
<td>72%</td>
<td></td>
</tr>
</tbody>
</table>

**Percent of students enrolled in one or more online course
**Impacted due to COVID-19

### Residency Breakdown

- In District: 1%
- Out of District: 99%
- Non Resident: 0%
- Foreign: 0%

### Ethnicity

- Hispanic of any race: 66%
- White: 28%
- Black/African American: 2%
- Two or more races: 1%
San Angelo
Demographics

**Fall 2020** | **Fall 2021**
---|---
2450 Enrollment | 2539 Enrollment

- **51%** Dual Credit
- **37.61%** Online*

- **397,456** Contact Hours

**Contact Hours**

- **366,600** Contact Hours

**Residency Breakdown**

- **In District** 0.27%
- **Out of District** 99.25%
- **Non Resident** 0.40%
- **Foreign** 0.08%

**Ethnicity**

- Hispanic of any race 54%
- White 39%
- Black/African American 3%
- Two or more races 2%

**Part Time**

- 76%

**Full Time**

- 24%

*Percent of students enrolled in one or more online course

**Impacted due to COVID-19**
SWCD
Demographics

<table>
<thead>
<tr>
<th>Fall 2020</th>
<th>Fall 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enrollment</td>
<td>Enrollment</td>
</tr>
<tr>
<td>49*</td>
<td>50*</td>
</tr>
<tr>
<td>Dual Credit</td>
<td>Dual Credit</td>
</tr>
<tr>
<td>0%</td>
<td>2%</td>
</tr>
<tr>
<td>Online*</td>
<td>Online*</td>
</tr>
<tr>
<td>21.61%**</td>
<td>5.38%</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>Contact Hours</td>
</tr>
<tr>
<td>15,056</td>
<td>14,032</td>
</tr>
</tbody>
</table>

*Percent of students enrolled in one or more online course
**Impacted due to COVID-19

Interactive Direct Instruction
*Fall 2020: 20 additional students served
*Fall 2021: 6 additional students served

80% Full Time
Excluding Dual Credit

20% Part Time

Residency Breakdown
- In District: 8%
- Out of District: 70%
- Non Resident: 20%
- Foreign: 2%

Ethnicity
- Black/African American: 14%
- Hispanic of any race: 50%
- White: 22%
- All Other: 14%
## Workforce Training
### Continuing Education

### Headcount Comparison

<table>
<thead>
<tr>
<th></th>
<th>20/21</th>
<th>*21/22</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Big Spring</td>
<td>0932</td>
<td>0831</td>
</tr>
<tr>
<td>Lamesa</td>
<td>0005</td>
<td>0009</td>
</tr>
<tr>
<td>Federal Prison</td>
<td>0288</td>
<td>0583</td>
</tr>
<tr>
<td>San Angelo</td>
<td>0877</td>
<td>1253</td>
</tr>
<tr>
<td>District</td>
<td>2102</td>
<td>2676</td>
</tr>
</tbody>
</table>

### Contact Hours to Date Comparison

<table>
<thead>
<tr>
<th></th>
<th>Q3</th>
<th>Q4</th>
<th>Q1</th>
<th>Q2*</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Big Spring 20-21</strong></td>
<td>3048</td>
<td>17873</td>
<td>8724</td>
<td>6252</td>
</tr>
<tr>
<td><strong>Big Spring 21-22</strong></td>
<td>7852</td>
<td>***10337</td>
<td>***5957</td>
<td>6252</td>
</tr>
<tr>
<td><strong>Federal Prison 20-21</strong></td>
<td><strong>2541</strong></td>
<td><strong>0</strong></td>
<td><strong>16716</strong></td>
<td>16053</td>
</tr>
<tr>
<td><strong>Federal Prison 21-22</strong></td>
<td>48086</td>
<td>25245</td>
<td>25063</td>
<td>16053</td>
</tr>
<tr>
<td><strong>San Angelo 20-21</strong></td>
<td>11063</td>
<td>13088</td>
<td>15267</td>
<td>30801</td>
</tr>
<tr>
<td><strong>San Angelo 21-22</strong></td>
<td>19428</td>
<td>15515</td>
<td>17114</td>
<td>30801</td>
</tr>
<tr>
<td><strong>Lamesa 20-21</strong></td>
<td>0</td>
<td>560</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Lamesa 21-22</strong></td>
<td>0</td>
<td>1022</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>District 20-21</strong></td>
<td>16652</td>
<td>31521</td>
<td>40707</td>
<td>53106</td>
</tr>
<tr>
<td><strong>District 21-22</strong></td>
<td>73366</td>
<td>52119</td>
<td>48134</td>
<td>53106</td>
</tr>
</tbody>
</table>

Quarters Shown as Occur in Calendar Year • *Prior Year Data for Quarter 2
**Federal Prison classes impacted in Quarters 3, 4 and 1 due to COVID pandemic • ***Impact of GEO Closure
Student Success

Degrees & Certificates 19/20 to 20/21

(D) Associate Degrees - District
- Big Spring: 171 / 221
- Lamesa: 13 / 11
- San Angelo: 221 / 265
- SWCD: 13 / 14

(C) Certificates - District
- Big Spring: 50 / 60
- Lamesa: 10 / 0
- San Angelo: 129 / 139
- SWCD: 15 / 17

Report Year 2020
Unofficial Licensure Pass Rates

- 100% LVN Big Spring
- 100% LVN San Angelo
- 100% RN Big Spring
- 100% RN San Angelo
- 100% Dental Hygiene Big Spring
- 100% Medical Assistant San Angelo
- 83% Respiratory Tech San Angelo
- 100% Radiology Tech San Angelo
- 81% EMT San Angelo
- 83% Surgical Tech San Angelo
- 88% Cosmetology Big Spring
- 85% Cosmetology San Angelo
## Success Point
### Three-Year Comparison

<table>
<thead>
<tr>
<th>Success Point Category</th>
<th>2018</th>
<th>2019</th>
<th>2020*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math Readiness</td>
<td>222</td>
<td>227</td>
<td>209</td>
</tr>
<tr>
<td>Reading Readiness</td>
<td>68</td>
<td>72</td>
<td>73</td>
</tr>
<tr>
<td>Writing Readiness</td>
<td>32</td>
<td>23</td>
<td>25</td>
</tr>
<tr>
<td>Students Who Complete 15 SCH</td>
<td>1230</td>
<td>1228</td>
<td>1175</td>
</tr>
<tr>
<td>Students Who Complete 30 SCH</td>
<td>951</td>
<td>944</td>
<td>987</td>
</tr>
<tr>
<td>Students Who Transfer to a 4-Yr Institution</td>
<td>1587</td>
<td>1236</td>
<td>1239</td>
</tr>
<tr>
<td>Students Who Pass FCL Math Course</td>
<td>673</td>
<td>740</td>
<td>733</td>
</tr>
<tr>
<td>Students Who Pass FCL Reading Course</td>
<td>652</td>
<td>656</td>
<td>525</td>
</tr>
<tr>
<td>Students Who Pass FCL Writing Course</td>
<td>408</td>
<td>409</td>
<td>423</td>
</tr>
<tr>
<td>Degrees or Certificates in Critical Fields</td>
<td>634</td>
<td>735</td>
<td>738</td>
</tr>
<tr>
<td>Degrees, Core Curriculum Completers, or Certificates (Unduplicated)</td>
<td>565</td>
<td>574</td>
<td>494</td>
</tr>
</tbody>
</table>

*Through December 2020

*Impacted by COVID Pandemic

### Three-Year Average

6,825

2018
7,022

2019
6,844

2020
6,611

Total
Points
### Tuition & Fees

#### Per Hour

<table>
<thead>
<tr>
<th></th>
<th>In District</th>
<th>Out of District</th>
<th>Non-Resident</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$1,014</td>
<td>$1,644</td>
<td>$2,228</td>
</tr>
<tr>
<td>Fees*</td>
<td>$1,144</td>
<td>$1,774</td>
<td>$2,358</td>
</tr>
</tbody>
</table>

*Fees for San Angelo are $220 more due to a higher building use fee. *Fees for Lamesa are $20 more due to a higher building use fee.

#### Fall 2021

<table>
<thead>
<tr>
<th></th>
<th>Tuition</th>
<th>Fees*</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>In District</td>
<td>$95</td>
<td></td>
<td>$95</td>
</tr>
<tr>
<td>Out of District</td>
<td>$148</td>
<td></td>
<td>$148</td>
</tr>
<tr>
<td>Non-Resident</td>
<td>$197</td>
<td></td>
<td>$197</td>
</tr>
</tbody>
</table>

### SWCD Tuition & Fees

Qualified Texas deaf residents are exempt from tuition/fees. Room and board charges are still applied. Based on state law, out-of-state deaf students are charged non-resident tuition of $458 per hour and related fees which average a total of $469 per hour.

Hearing students who are enrolled in the Interpreter Training or Deaf-Support Services Programs are assessed the applicable tuition and fees based upon their residency status.

#### Estimate 12 Hrs

<table>
<thead>
<tr>
<th></th>
<th>Tuition</th>
<th>Fees</th>
<th>Total</th>
<th>SCH</th>
</tr>
</thead>
<tbody>
<tr>
<td>Qualified Deaf</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Texas Resident</td>
<td>$5,496</td>
<td>$130</td>
<td>$5,626</td>
<td>$469</td>
</tr>
<tr>
<td>Non-Resident</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Financial Snapshot

### Howard County

#### Property Tax

- **2020-21**: $0.188736
- **2021-22**: $0.216008
- % Rate Change: + 14.45%

#### Debt Service

- **2020-21**: $0.027939
- **2021-22**: $0.020769
- % Rate Change: - 25.66%

#### Total Tax Rate

- **2020-21**: $0.216675
- **2021-22**: $0.236777
- % Rate Change: + 9.28%

Total tax revenue increased 0% for 2021/22

### Net Assessed Valuation

- **Adjusted Tax Base 2020**: $6,235,790,215
- **Adjusted Tax Base 2021**: $5,700,710,013

### District Operations

<table>
<thead>
<tr>
<th>District Operations / Big Spring</th>
<th>Lamesa</th>
<th>San Angelo</th>
<th>Total</th>
<th>2020-21</th>
<th>% Rate Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Operations (District)</td>
<td>$523,913</td>
<td>-</td>
<td>$156,493</td>
<td>$680,406</td>
<td>15.90%</td>
</tr>
<tr>
<td>Contact Hours</td>
<td>1,866,454</td>
<td>73,667</td>
<td>2,210,539</td>
<td>4,150,660</td>
<td>56.63%</td>
</tr>
<tr>
<td>Student Success Points</td>
<td>412,319</td>
<td>32,914</td>
<td>401,159</td>
<td>846,392</td>
<td>12.51%</td>
</tr>
<tr>
<td>Need Based Small School Supplement</td>
<td>493,055</td>
<td><strong>6,945</strong></td>
<td>500,000</td>
<td>14.96%</td>
<td>6.12%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,295,741</strong></td>
<td>$113,526</td>
<td><strong>2,768,191</strong></td>
<td><strong>6,177,458</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

### 21/22 Howard College State Appropriation Funding Allocation*

<table>
<thead>
<tr>
<th>District Operations / Big Spring</th>
<th>Lamesa</th>
<th>San Angelo</th>
<th>Total</th>
<th>2020-21</th>
<th>% Rate Change</th>
</tr>
</thead>
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<td><strong>6,945</strong></td>
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</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>3,295,741</strong></td>
<td>$113,526</td>
<td><strong>2,768,191</strong></td>
<td><strong>6,177,458</strong></td>
<td><strong>100.00%</strong></td>
</tr>
</tbody>
</table>

*Does not include SWCD special item of $3,326,403 • **Allocation for lost revenue

### 21/22 Current Unrestricted Budget

#### Revenue

<table>
<thead>
<tr>
<th>District Operations / Big Spring</th>
<th>Lamesa</th>
<th>San Angelo</th>
<th>SWCD</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted Revenue</td>
<td>$2,231,967</td>
<td>$1,000</td>
<td>$438,091</td>
<td>$2,638,053</td>
</tr>
<tr>
<td>State Appropriation (includes Need Based Supplement)</td>
<td>3,295,741</td>
<td>113,526</td>
<td>2,768,191</td>
<td>6,177,458</td>
</tr>
<tr>
<td>Lost Appropriation $ via CARES Funds</td>
<td>1,167,022</td>
<td>-</td>
<td>-</td>
<td>1,167,022</td>
</tr>
<tr>
<td>Ad Valorem Taxes</td>
<td>12,138,703</td>
<td>-</td>
<td>-</td>
<td>12,138,703</td>
</tr>
<tr>
<td>Tuition &amp; Fees</td>
<td>3,410,800</td>
<td>113,526</td>
<td>2,768,191</td>
<td>6,177,458</td>
</tr>
<tr>
<td>LA District Cost (10% LA U/R Revenue)</td>
<td>21,878</td>
<td>-</td>
<td>-</td>
<td>21,878</td>
</tr>
<tr>
<td>SA District Cost (10% SA U/R Revenue)</td>
<td>557,662</td>
<td>-</td>
<td>-</td>
<td>557,662</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>22,823,773</strong></td>
<td><strong>346,826</strong></td>
<td><strong>9,122,455</strong></td>
<td><strong>35,996,302</strong></td>
</tr>
</tbody>
</table>

#### Expenses

<table>
<thead>
<tr>
<th>District Operations / Big Spring</th>
<th>Lamesa</th>
<th>San Angelo</th>
<th>SWCD</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Expenses</td>
<td>$8,540,481</td>
<td>$124,997</td>
<td>$1,834,431</td>
<td>$11,619,969</td>
</tr>
<tr>
<td>Payroll</td>
<td>9,447,818</td>
<td>147,031</td>
<td>4,433,077</td>
<td>16,011,557</td>
</tr>
<tr>
<td>Benefits</td>
<td>12,138,703</td>
<td>-</td>
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<td>-</td>
<td>-</td>
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<tr>
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<td><strong>346,826</strong></td>
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<td><strong>36,727,446</strong></td>
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COVID-19 RESPONSE STATUS

01

STAGE 1
• No confirmed cases in the college service area.

02

STAGE 2
• Moved to Stage 2 March 24th.
• First report of confirmed case in service area.
• Now five cases
  ⚫ Last one confirmed as community spread
• As of April 30th
  ⚫ Tom Green County - 44 cases
  ⚫ Dawson County - 21 cases
  ⚫ Howard County - 4 cases
  ⚫ Martin County - 2 cases
  ⚫ Concho County - 1 case
### COVID-19 RESPONSE STATUS #20

#### STAGE 2: COVID-19 Confirmations

<table>
<thead>
<tr>
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<th>Case Confirmations</th>
<th>Total COVID-19 Confirmations for Howard College Service Area By Month / By County</th>
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<tr>
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<td>2526</td>
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<tr>
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<tr>
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## STAGE 2: COVID-19 Active Cases

### Total Active COVID-19 Cases for Howard College District Service Area

By County

<table>
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<tr>
<th>Date</th>
<th>Tom Green</th>
<th>Dawson</th>
<th>Howard</th>
<th>Martin</th>
<th>Concho</th>
<th>Coke</th>
<th>Kimble</th>
<th>Menard</th>
<th>Schleicher</th>
<th>Glasscock</th>
<th>Irion</th>
<th>Sutton</th>
<th>Sterling</th>
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## COVID-19 RESPONSE STATUS #20

### STAGE 2: COVID-19 Recoveries

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<th>Date</th>
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Beginning in January, the Communicable Diseases Co-chairs officed on the Big Spring and San Angelo campuses began monitoring the growing COVID-19 concern, sharing information with district employees about recommended guidelines.

The Emergency Management leaders officed on the Big Spring and San Angelo campuses, as well as Cabinet, were monitoring the situation at the local, state, national and global levels and participating in local meetings as convened.

Beginning Monday, March 9th, of Spring Break, the Communicable Diseases Co-chairs and Emergency Management leaders interchangeably participated in daily calls with the Texas Department of Health Services, providing summaries of the calls.

As the week wore on, efforts to remain vigilant on the growing situation and actions being taken across the country and state were taken. It became apparent by Thursday, March 12th, additional action needed to be taken as confirmed cases were growing across the country and state.

For emergency operations planning, a COVID-19 Response Team was activated which included the Communicable Diseases Co-chairs, the Emergency Management leaders, Cabinet, Big Spring Instructional Deans, Student Services leaders for Big Spring and SWCD due to residence halls and food service, Athletic Director, Lamesa Campus Director, Human Resources, Chief Information officer, Distance Learning leader plus president's office staff. On the evening of March 12th, the group had its first meeting.

Staying in close contact, by the end of the weekend, it became apparent another meeting was needed. Sunday night, March 15th, a telephonic call was held to prepare for the week and assess changes that had occurred since the Thursday, March 12th call.
COVID-19 RESPONSE STATUS #20

ONGOING INFORMATION INFLOWS, PARTICIPATION & PLANNING

• Daily state-wide calls with Texas Department of State Health Services, as available, continued through the week of March 16th.
• Frequent contact with area city and county authorities and weekly meetings were attended.
• Hosting the Howard County Emergency Management meeting, first in person and following ones telephonic. Representative Darby participating by phone.
• Weekly meeting of San Angelo public entities with Howard College San Angelo campus representation.
• Daily, twice-weekly, weekly, twice monthly and now as needed, state-wide call with Texas Association of Community Colleges (TACC) that have included representatives from the Governor's office, Lieutenant Governor's office, Legislators and staff, Texas Higher Education Coordinating Board (THECB) representatives and other state leaders started on Tuesday, March 17th.
• Contacts were made as needed with peers, ISD contacts, TACC, Legislative Budget Board (LBB), and others.
• Meetings weeks of March 15-20 and March 23-27 and continuing:
  ◦ Meetings of COVID-19 Response team once or twice per day on implementation and as needed
    ▪ Subgroup meetings focused on Open Howard College as needed
  ◦ Cabinet meetings held as needed
  ◦ Using Microsoft Teams for meetings
  ◦ Multiple webinars at federal and state level concerning various initiatives
  ◦ Multiple teleconference/virtual meetings with our colleagues across the state
  ◦ Viewing of White House Briefings and Governor Abbott's Press Conferences
COVID-19 RESPONSE STATUS #20

ONGOING INFORMATION INFLOWS, PARTICIPATION & PLANNING

• Meetings weeks of March 15-20, March 23-27 and continuing:
  ◦ Telephone Board of Trustee meetings / March 27, April 6, May 4, June 8, August 3, 20, 27, 31, September 28, October 26, November 16, December 14, December 21, and January 25
  ◦ District-wide telephonic meeting April 30 - 432 participating / May 21 - 230 participating / June 9 - 180 participating / August 6 - 208 participating
  ◦ Annual Town Hall meetings held virtually for all campuses: Big Spring/August 11 (number attended unknown), San Angelo/August 11 (73 attended), SWCD/August 14 (36 attended)
  ◦ Success Summit 2020 held on September 18 (312+ attended)
  ◦ 2021 District meeting held on January 29th with 230+ attending; 2021 District meeting held on February 26th with 225 attending; 2021 District meeting held on March 26th with 215+ attending; 2021 District meeting held on April 23rd with 292 attending; 2021 District meeting held on August 5th with 203 attending and August 18th with 205 attending.
  ◦ 2021 Success Summit held virtually on September 17th with 230 attending.
  ◦ President’s Council held on June 3rd with 67 attending
  ◦ Visioning meetings held virtually during spring and summer

• Legislative outreach being done by mail, phone, electronically, virtually and socially distanced
• Community College Day for students will become a virtual week-long event (March 1-5, 2021)
COVID-19 RESPONSE STATUS #20

CARES ACT FUNDS SUMMARY AS OF January 31, 2021; February 28, 2021; April 25, 2021; June 23, 2021; August 2, 2021; August 30, 2021; September 27, 2021; October 25, 2021; November 15, 2021; December 13, 2021

• **Institution Funds**
  - CARES Act Funds: COVID-19 Institution Emergency Solutions Project, Grant Dated May 5, 2020, Received $727,303, Expenditures to date: $451,848; $467,511; $467,784; $727,303.
  - Additional funds in the amount of $258,000 will be awarded to 88 students for $1,500, for a total $132,000. There are 336 students with zero Expected Family Contribution (EFC) who will also be awarded an additional $375, for a total of $126,000 in student aid to be awarded by April 30, 2021. All funds were expended by April 2021 of which $258,000 was awarded to students for emergency aid.
  - CARES Act Funds Second Award (CRRSAA - Coronavirus Response and Relief Supplemental Appropriations): COVID-19 Institution Emergency Solutions Project, Grant Dated January 17, 2021, Received $2,758,234. Expenditures to date: $7,605; $220,781; $227,195; $1,218,450; $1,721,824 of which $999,578 was for 19/20 Lost Revenue and $700,011 was for 20/21 Lost Revenue. We continue to research eligible uses of the funds.
  - CARES Act Funds Third Award (ARPA – American Rescue Plan Act): COVID-19 Institution Emergency Solution Project, Grant Dated May 13, 2021, Received $3,101,198. A committee met June 17, 2021 to discuss the criteria and the plan to disburse the funds. Awarded $1,138,000 to 569 students by July 26, 2021. Awarded $2,452,000; $2,714,000 to 1,126; 1,357 students as of October 24, 2021; November 15, 2021; December 13, 2021.
  - **Total CARES Institution Funds (excluding HSI funds):** $3,485,537; $6,375,120

• **Student Funds**
  - CARES Act Funds: COVID-19 Student Emergency Solutions Project, Grant Dated April 24, 2020, Received $727,304, All funds were awarded by October 8, 2020.
  - CARES Act Funds Second Award: COVID-19 Student Emergency Solutions Project, Grant Dated January 17, 2021, Received $727,304, A committee met February 5, 2021 to discuss the criteria and plan to disburse the funds. Application opened February 23, 2021. 825 applications received. Awards of $1,500 can be given to 485 students. Awards have not been made as of March 24, 2021. Financial aid office is checking eligibility and prioritizing applications, distribution is imminent. All funds were awarded to students on March 31, 2021.
  - CARES Act Funds Third Award (ARPA – American Rescue Plan Act): COVID-19 Institution Emergency Solution Project, Grant Dated May 13, 2021, Received $3,101,198. A committee met June 17, 2021 to discuss the criteria and the plan to disburse the funds. Awarded $1,138,000 to 569 students by July 26, 2021. Awarded $2,452,000; $2,714,000 to 1,126; 1,357 students as of October 24, 2021; November 15, 2021; December 13, 2021.
  - **Total CARES Student Funds:** $1,454,608; $4,555,806
COVID-19 RESPONSE STATUS #20

CARES ACT FUNDS SUMMARY AS OF January 31, 2021; February 28, 2021; April 25, 2021; June 23, 2021; August 2, 2021; August 30, 2021; September 27, 2021; October 25, 2021; November 15, 2021; December 13, 2021

- **Additional Funds**
  - CARES Act Funds : COVID-19 HSI Institution Emergency Solutions Project, Grant Dated September 23, 2020, Received $94,505, No funds have been spent to date; however, plans are to use the funds for Student Emergency Aid. Awards of $1,500 can be awarded to 63 students. All funds were awarded to students for emergency aid on March 25, 2021.
  - CARES Act Funds Second Award: COVID-19 HSI Institution Emergency Solutions Project, Grant Dated March 3, 2021, Received $193,468. Expenditures to date: $2,489. We continue to research eligible uses of the funds.
  - CARES Act Funds Third Award: COVID-19 HSI Institution Emergency Relief Project, Grant Dated August 10, 2021, Received $323,291, No funds have been spent to date. Expenditures to date: $312.76. We continue to research eligible uses of the funds.
  - CARES Act Funds: Governor’s Emergency Education Relief (GEER) Fund: Emergency Educational Grant (EEG), Grant Dated September 1, 2020, Received $23,052, All funds were awarded to students by September 28, 2020.
  - CARES Act Funds: Governor’s Emergency Education Relief (GEER) Fund: Texas Educational Opportunity Grant (TEOG), Grant Dated September 1, 2020, Received $23,856. All funds were awarded to students by January 27, 2021.
  - CARES Act Fund: Governor’s Emergency Education Relief (GEER) Funds: THECB Reporting Modernization Grant, grant dated October 13, 2021; Received $50,000. The college plans to use the funds for updates or improvements to the reporting systems.

*Grand Total CARES Act Funds received directly by the college: $5,034,650; $5,081,558; $5,275,026; $11,265,807; $11,542,190*

- **TSLAC CARES grant**
  - Howard College Libraries received $11,000 from the Institute of Museum and Library Services and the Texas State Library and Archives Commission
    - Funds will be used to purchase touchless self-checkout stations, webcams, document cameras, and headsets for all locations.
    - Also used to purchase tables for cleaning stations throughout the Big Spring library, powerbanks to allow students to spread out in the library and materials to complete a Zoom Room.
COVID-19 RESPONSE STATUS #20

CARES ACT FUNDS SUMMARY AS OF January 31, 2021; February 28, 2021; April 25, 2021; June 23, 2021; August 2, 2021; August 30, 2021; September 27, 2021; October 25, 2021; November 15, 2021; December 13, 2021

• Child Care Relief Fund
  • The Howard Cottage daycare received $44,088 in Coronavirus Response and Relief Supplemental Appropriations (CRRSA) funds from the Texas Workforce Commission (TWC) for operating costs. Funds were used to help cover payroll and the associated benefits. All funds were spent by August 31, 2021.
On Monday, March 16th, faculty began the transition of all courses to the online, digital format, in order to go live by March 20th.

Health Professions programs immediately moved forward so that clinicals could be done according to the guidelines. Hospitals began to restrict entrance...except for Scenic Mountain Medical Center and the VA in Big Spring and Shannon Medical Center and San Angelo Community Medical Center in San Angelo. Nursing homes restricted access. Other health entities did the same. Health Professions faculty designed clinical rotations around the clock to get as many clinical hours for students as possible, not knowing what the future would hold. The weekend of March 20th, the Governor issued directions to relax some guidelines so that health professions students could be prepared to enter the workforce quickly. NCLEX testing sites for nurses will be expanded across the nation to provide increased opportunities for students to test upon graduation.

Dental Hygiene continued with online, using Zoom for classroom. Clinicals will not be held until April 21st following signed mandates from the Governor. It could possibly be summer before clinical hours can be completed for this program. Dental Hygiene Clinical Boards have been postponed.

Faculty participated in professional development provided by the eTrainers and collaborated on ways to enhance the online format. The biggest challenge was how to approach those courses with hands-on training such as welding, etc. The plan was to begin delivering those opportunities in small groups by March 30th. As time has advanced, extensions of some courses for a few weeks may be the better solution.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• On March 20th, the plan for each course was posted and an alert was sent to each student to check the online format for their schedule beginning on March 23rd.
• Links to resources were added to Blackboard.
• Working with Correctional Facilities relative to instructional delivery.
• Creation of faculty resources page for faculty transitioning to online instruction.
• Libraries sharing national research guide with COVID-19 resources and also developing interactive databases for faculty to use with various courses.
• Social distancing is being implemented in all Fall 21 in-person classes.
• Implemented altered class schedule from September 7-20 on San Angelo campus to reduce numbers of students on campus due to rise in COVID-19 cases in the San Angelo community.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26–November 15; November 16-December 13

• General Instruction:
  ○ Arts and Sciences: Continuing to implement the changes from the Status #1 report.
  ○ Arts and Sciences: Moved all summer courses to an online format.
  ○ Spring 2020 probation/suspension status for students will not change.
  ○ Spring 2020 No Credit grade policy implemented.
  ○ Fall 2020 - all syllabi will include a section that includes an instructional plan for altered operations.
  ○ Fall 2020 - all courses will have a Blackboard shell with minimum required content as determined by eTrainers and instructional deans.
  ○ Consideration of multiple mini semesters within academic calendar as well as fall end date.
  ○ Expectations for Zoom attendance in class were developed and shared with students, posted on website.
  ○ Classes began August 17th.
  ○ LEADS Orientation held on San Angelo campus August 12-14 - 81 students; LEADS Orientation held on Big Spring campus August 27-29 - 106 students attended.
  ○ Spring and summer course schedules being built with COVID-19 guidelines still in place for all campuses (50% room capacity). Increased face-to-face instruction will be added back for the Big Spring campus in addition to virtual/online options as well. San Angelo, Lamesa, and SWCD will continue with current strategies offering all instruction options.
  ○ Planning to open classroom capacity at 100% for the Fall semester dependent upon federal, state and local guidelines.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- San Angelo:
  - Cosmetology: Every course will change the end date to August 21st to complete their 500 contact hours. Students are currently still completing assignments to continue in the class.
  - Construction Trades: CONST 1342 and CONST 1350 students have been given an Incomplete and we will bring the students back for lab as soon as we are able. We can determine the time and structure as we near that time.
  - EMS: EMSO 1166 changed its end date to 6/5/20 so that seven of the seventeen students can finish their practicum. The other ten students have completed their practicum requirements.
  - HVAC: HART1441 students have been given an Incomplete and we will bring the students back for lab as soon as we are able. We can determine the time and structure as we near that time.
  - Certain CTE/CE and Health Profession classes continue to complete the spring terms through online and some onsite clinicals.
  - Classes being taught virtually via Zoom or BlackBoard and face-to-face at reduced capacity in the classrooms. Applied CTE and Health Profession and LEADS classes are meeting face-to-face. AEL classes are meeting virtually. All safety protocols being followed. Some classes moved to WTTC industry rooms to accommodate reduced capacity for large classes.
  - New GAME 1303 course being offered in December Mini session.
  - Some CE trainings being scheduled in the WTTC.
  - Two long term customers have returned to rent rooms in January and are booking into the spring.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Big Spring:
  ○ Nursing: Continuing the same process from Status #1 report.
  ○ Dental Hygiene: Continuing online lecture and are planning began clinicals on July 6th.
  ○ CNA: Continuing to implement the changes from the Status #1 report. Continuing online teaching and awaiting clinicals until able to return to clinicals in a nursing home environment.
  ○ Summer I classes started June 1st in an online format except for health professions programs and select courses from the Spring semester that are continuing to meet face-to-face.
  ○ Summer II classes started July 1 in an online format except for health professions programs and select courses from the Spring semester that are continuing to meet face-to-face.
  ○ Decision made to begin Fall20 face-to-face courses in virtual mode. Exceptions include health professions courses, CTE courses with hands on skill development, and LEADS Orientation and LEADS courses.
  ○ Summer II classes started July 1 in an online format except for health professions programs and select courses from the Spring semester that are continuing to meet face-to-face.
  ○ Decision made to begin Fall20 face-to-face courses in virtual mode. Exceptions include health professions courses, CTE courses with hands on skill development, and LEADS Orientation and LEADS courses.
  ○ Classes being taught virtually via Zoom or BlackBoard or in online format. Applied CTE, Health Profession and LEADS classes are meeting face-to-face. All safety protocols being followed.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Big Spring continued:
  • Limited amount of classes (history, agriculture, music and physical education) transitioned to face-to-face or hybrid of face-to-face and Zoom modality for the remainder of the semester.
  • Working with Financial Aid to plan a second mini term in December. Five core courses added to Fall Flex schedule, classes will run December 21st – January 15th.
  • Spring class schedule primarily face-to-face with some classes still available on Zoom and/or in an online format.
  • Kids College offered as a take-home virtual opportunity for the community.

• SWCD:
  ○ Classes are meeting face-to-face. All safety protocols being followed.

• FCI and GEO:
  ○ Prison programs begin to re-open. FCI delayed; possibly begin November 1st. Started classes.
  ○ Changes being made to delivery approach.

• Dual Credit:
  ○ Hosting dual credit nights for interested high schools via webinar to answer questions for students and parents.
  ○ Dual credit enrollment paperwork is being submitted and processed. The program continues to offer informational sessions online.
  ○ Conferring with ISDs on potential changes in academic calendar affecting dual credit delivery.
  ○ Offering TSIA testing for dual credit students as requested by the high schools.
COVID-19 RESPONSE STATUS #20

INSTRUCTIONAL PLANNING, PREPARATION, AND DEPLOYMENT

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- Facebook Live sessions multiple times each week to provide assistance, encouragement, support, etc. for students.
- Added communications@howardcollege.edu email address to field questions, needs, etc.
- Created COVID-19 webpage with resources for students and employees.
- Assessing student technology needs through online form; providing laptops and other equipment; helping with internet service.
- Monitoring student engagement in courses: faculty and advisors are calling them to encourage the need to begin working.
- HC Alerts are being utilized to inform students and employees of important information.
- Implementing chatbot texting system to communicate with students in real time.
- Dorms: Takeout meals being provided to those still on campus.
- Mailing items to students at their homes.
- Assisting students with travel arrangements and needs.
- Food and toiletry pantries remain available to students by appointment.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Drive-thru graduation celebrations were held on the Big Spring (included Big Spring, Lamesa and SWCD graduates) and San Angelo campuses on May 7th and 8th. Both celebrations were live-streamed and available on radio broadcast. Recordings of the celebrations were posted on the college YouTube channel and shared across social media as well as the website.
  ◦ Total graduates 682 / 235 participated in person, 70 participated virtually (305) / 45% participation for district
  ◦ Big Spring: 256 graduates / 69 participated in person, 49 participated virtually (118) / 46% participation
  ◦ Lamesa: 14 graduates / 5 participated in person, 1 participated virtually (6) / 43% participation
  ◦ San Angelo: 383 graduates / 156 participated in person, 17 participated virtually (173) / 45% participation
  ◦ SWCD: 29 graduates / 5 participated in person, 3 participated virtually (8) / 28% participation

• Health profession programs held various pinning activities across the district. Videos and photos were placed on the website and shared across social media.

• Held Dental Hygiene pinning ceremony in the East Room on July 29th with limited attendance; broadcast on Facebook Live for those who could not attend.

• RN pinning ceremony held on October 22nd on Big Spring campus with limited attendees; broadcast on Facebook live for those who could not attend.

• LVN to RN pinning ceremony planned for October 30th for San Angelo campus.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26–November 15; November 16-December 13

- Reaching out to dual credit schools to ensure connection with students and counselors, plus instructional formats as needed.
- Reached out to student leaders to assist with communicating with the student body to address questions, concerns and needs.
- Offering virtual tutoring using Upswing, Zoom, Skype and video phones.
- Forwarding phone lines in order to respond to student calls.
- Planning underway for updates/encouragement for students from the president in different formats.
- Accommodation needs for students changing to online format being analyzed and addressed.
- Using jump-drives between faculty and students to share information.
- Providing options for students to access food and personal hygiene pantries through appointment.
- Remote WiFi access points in areas such as Ackerly, Garden City, Coahoma and Sand Springs being offered by WesTex.
- Online mental health counseling being provided to students.
- Determination of residence hall rules in relation to social distancing and visitors.
- Libraries sharing tips for students in social media formats.
- Community College Survey of Student Engagement (CCSSE) being administered to all students electronically via email. Traditionally a randomized in-person survey that was canceled due to COVID.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• 2021 Graduation Ceremonies held with COVID-19 Protocols in place
  • San Angelo – May 13th @ 6:30pm; Foster Communications Coliseum
  • SWCD – May 14th @ 10:00am; Maddux Student Center
  • Big Spring/Lamesa – May 14th @ 7:00pm; Dorothy Garrett Coliseum
  • Events held in-person and live-streamed.
  • Students allowed 4 tickets/each; unused tickets will be re-distributed as requested.
  • Graduation Celebration Experience purchased. Will be utilized to include virtual celebration opportunities for students.
  • Temporary COVID protocols required for the use of the Dorothy Garrett Coliseum being established following guidance of local health authorities.

• 2021 Pinning Ceremonies held with COVID-19 Protocols in place
  • San Angelo: HP – 10:00am; LVN – 11:30am; RN – 1:00pm; All held at Sierra Vista Methodist Church limiting 180 attendants at each ceremony; all events live streamed
  • Big Spring: LVN – 1:00pm in the Fireplace Room; RN – 2:30pm in the DGC East Room; Dental Hygiene – 4:30 pm in the DGC East Room; All will be live streamed
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26–November 15; November 16-December 13

- eLearning:
  - Continuing Ana virtual assistant efforts with great response from students.
  - Increased district’s GoToMeeting subscription to include GoToWebinar.
  - Purchased Respondus Lockdown Browser for increased online security of online assessments.
  - eTrainers developing training program for faculty focused on Blackboard Collaborate, Zoom, virtual group engagement, and Respondus Lockdown.
  - Purchased license for Verbit Transcription & Caption Services - integrates with Collaborate.
  - Purchased Zoom institutional license.
  - Recommended to all faculty teaching online courses to create a Zoom room for their course as a backup option for video conferencing.
  - High-end web cameras were purchased for each of the video conferencing rooms throughout the district to facilitate online learning.

- Registrar and Admissions:
  - Application and SPEEDE transcripts are processed daily from home.
  - Acceptance letters are processed twice a week from home and sent to recruiting to be added to applications packets mailed to students.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Registrar and Admissions:
  ◦ Application and SPEEDE transcripts are processed daily from home.
  ◦ Acceptance letters are processed twice a week from home and sent to recruiting to be added to applications packets mailed to students.
  ◦ Some staff are going to the office sparingly to process things that have to be done on campus, which includes gathering mail, working transcripts that are mailed, as well as test scores, etc.
  ◦ Working through all (Summer and Fall 20) registration processes from home.
  ◦ We have been working through Spring graduation processes from home, as well. Some process, such as printing of degree audits, is done more efficiently from the office so there is limited time spent in the office for these processes.
  ◦ Many audits are being done to keep us on track with registration and graduation.
  ◦ Phone calls are being answered when staff is in the office. Phone lines are transferred to cell phones when we are not in the office.
  ◦ Deadline to submit grades has been moved to Wednesday, May 13.
  ◦ Registrar and admissions personnel are working on site at all campuses. San Angelo staff have adopted a rotating work schedule on site to follow social distancing guidelines.
  ◦ Appointments are being made for in-person meetings with students as needed. Primary assistance remains by phone and email.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- Registrar and Admissions continued:
  - Appointments are no longer required to meet with admissions.
  - Registrars will not be required to do Fall Eligibility submission due to NJCAA ruling and will push all team eligibility to Spring 2021.
  - Spring/Summer 2021 registration began November 10th. Schedule was available November 2nd.
  - Drop date for fall courses extended to November 18th.
  - Some staff are going to the office sparingly to process things that have to be done on campus, which includes gathering mail, working transcripts that are mailed, as well as test scores, etc.
  - Working through all (Summer and Fall 20) registration processes from home.
  - We have been working through Spring graduation processes from home, as well. Some process, such as printing of degree audits, is done more efficiently from the office so there is limited time spent in the office for these processes.
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  ◦ Registrars will not be required to do Fall Eligibility submission due to NJCAA ruling and will push all team eligibility to Spring 2021.
  ◦ Spring/Summer 2021 registration began November 10th. Schedule was available November 2nd.
  ◦ Drop date for fall courses extended to November 18th.

• Financial Aid:
  ◦ Excluding from financial aid satisfactory academic progress any attempted credits that were not completed by such students without requiring an appeal by such student. Financial aid does not have to collect a suspension appeal for Federal aid, state exemptions, waivers, and state grants.
  ◦ Currently waiting on additional guidance for Return of Title IV Funds (R2T4) and Reporting Requirements. The Department of Education is currently reviewing the implications of the Act and will provide appropriate guidance as soon as possible.
  ◦ Verification requirements - the Department of Education suspended the in-person submission and notary requirements for V4 and V5 verification. The institution may allow an applicant or student to submit copies of the required verification documents electronically to the institution. This may occur by uploading a photo of the documents (including from a smartphone), PDF, or other similar electronic document through a secure school portal, by email, etc.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

Financial Aid continued:
- We also recognize that forms of identification (such as a driver's license) may expire with no real and reasonable opportunity for renewal due to social distancing requirements. Institutions may accept a copy of an expired document if it expired after March 1, 2020.
- Further, the Department waives the requirements under 668.57(b) and (c) that a dependent student submit a statement signed by one of the student's parents when no responsible parent can provide the required signature.
- Work Study - we have been sent guidance from the federal and state government that we can continue to pay work study students if they were currently hired when the COVID-19 outbreak started, regardless if they are working. Under the guidelines, colleges can still pay students through the Federal or state work study program as long as the college is paying other faculty and staff.
- Will be transferring all unexpended Federal work study funds to SEOG (Supplemental Education Opportunity Grant). The department of education has released there are no percentage limits for what can be transferred.
- Created online live FAFSA presentations with FAFSA demo, general financial aid information, and question and answer sessions.
- Continue to monitor exceptions to regulations and update processes/forms to make financial aid easier for students and staff.
- CARES Higher Education Emergency Relief fund for students: policy and procedure developed, committee assigned, student grant application developed. Opened application process on April 29th.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25, April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26–November 15; November 16-December 13

Financial Aid continued:
- As of April 30th, 587 students have applied. Awards of $1000 can be given to 727 students.
- As of June 2nd, 927 applications have been submitted. Awards of $1000 have been given to 647 students.
- CARES grant report posted on website on May 29th.
- As of July 29th, 1,029 applications have been submitted. Awards of $1000 have been given to 701 students with 68 applications pending.
- As of August 27th, 1,092 applications have been processed. Awards of $1000 have been given to 728 students. 61 applications had no FAFSA. 303 were ineligible. The final student grant has been awarded.
- CARES grant report was updated for the student grants on July 1, 2020, August 18, 2020 and October 8, 2020 and for the institutional grant on July 20, 2020, September 3, 2020, and October 30 utilizing the new format.
- Staff working in office on campus and rotating schedules where needed to accommodate social distancing guidelines.
- A Microsoft Teams student account was created for students to utilize and meet with financial aid staff through a video session, so they don’t need to come to campus.
- Financial Aid has awarded all grant allocations for the 19-20 aid year, including Supplemental Educational Opportunity Grant (SEOG), Texas Public Educational Grant (TPEG) and Texas Educational Opportunity Grant (TEOG). These grants were used in addition to the emergency aid grant awarding aid to students who qualified.
Financial aid continued:

- The Financial Aid department is seeing an increase in professional judgment requests to lower student Expected Family Contribution (EFC) due to a rise in unemployment.
- Texas Higher Education Coordinating Board (THECB) recently received 57 million through the Governor’s Emergency Education Relief (GEER) Fund to support the TEXAS grant, Texas Educational Opportunity Grant (TEOG), and Tuition Equalization Grant and $46 million to GEER for Emergency Educational Grants. The contracts for Howard College were sent to THECB on September 9th and we have received confirmation the funds will be sent as soon as possible. The allocation will be $23,053 GEER-Emergency Aid and $23,856 for GEER-TEOG.
  - Award recipients for GEER-TEOG will be awarded based on current TEOG eligibility requirements. Award recipients for GEER Emergency Aid have already been selected for those students who are eligible for GEER that were not eligible previously for the CARES Emergency Aid Relief Grant.
  - Awarded and distributed $16,965 of $23,856 allocation received for GEER TEOG. Remaining funds will be spent in January to eligible students who enroll in Spring courses.
  - All of the $23,053 allocation received for the GEER Emergency Aid has been awarded and disbursed to students.
  - See increased requests for professional judgement to lower student Expected Family Contribution due to rise in unemployment.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Financial aid continued:
  • On August 6, 2021, the U.S. Department of Education announced a final extension of the pause on student loan repayment, interest, and collections until January 31, 2022. They believe this additional time and a definitive date will allow borrowers to plan for resumption of payments and reduce the risk of delinquency and defaults.

• Recruitment/Outreach/Marketing:
  ○ Weekly President video messages shared in social media and on website; ongoing communications and messaging through social media and website.
  ○ Employee photo challenge engaging staff and faculty to share work from home experiences.
  ○ Introduction of #hawksovercome and #rattlersovercome slogan.
  ○ Developed virtual modified New Student Orientation for new students attending summer school online.
  ○ Developed virtual walking tours of the Big Spring campus; posted online and shared in social media Weekly President video messages shared in social media and on website; ongoing communications and messaging through social media and website.
  ○ Employee photo challenge engaging staff and faculty to share work from home experiences.
  ○ Continued Facebook live sessions.
  ○ San Angelo campus continued KLST and KSAN live spots two times per week - held virtually.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Recruitment/Outreach/Marketing continued:
  ○ Worked with financial aid to get honor scholarship awards out to the school districts that turned in their honors form.
  ○ Continue to develop campaign for summer and fall registration. Had new videos made to promote "It’s Time to Fly" and "We're Ready" concepts. Posted on social media as well as website and YouTube channel.
  ○ Developed and shared 2019-2020 Student Awards video.
  ○ New 75th Anniversary Logo launched on billboards on I-20 and in Lamesa. San Angelo billboards now in place.
  ○ New Student Orientation scheduled for August 4th and 6th; social distancing and masks required.
  ○ Masks purchased to give to all students.
  ○ TACRAO Virtual College Fair scheduled for Big Spring campus for October 7. We will participate in other virtual college fairs hosted during West Texas week October 5-8. Utilizing GoToCollegeFair system. Virtual booth is live and will remain up through November 20, 2020. As of October 15th, we have had approximately 271 students visit the booth. As of November 4th, 337 students have visited the booth. Contact information is collected and follow-up will occur. Booth closed on November 20th, we had 366 leads from visits to the booth. Contact will begin with email and phone calls.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- Recruitment/Outreach/Marketing continued:
  - Making contact with ISDs to plan virtual and in-person visits based on school guidelines for visitors on campus. In-person visits and presentations have begun. Some in-person campus tours have begun.
  - Scheduling FAFSA nights – both in person and virtual – with area school districts. 14 FAFSA nights completed. One scheduled for BSISD for December 10th.
  - Messaging being sent to students via HC Alert and Ana reminding them about health/safety protocols and self-assessment.
  - FAQ section added to COVID-19 Information page on website.
  - COVID-19 Dashboard added to the COVID-19 Information page on website.
  - Spring New Student Orientation held week of January 11-15 with 15 attending in person and 10 attending a virtual session.
  - Acquiring new live agent chat system on website to answer questions from current and/or potential students and visitors.
  - DREAMS Week was held in Big Spring/Lamesa, San Angelo and SWCD for all new students with 388 students enrolled.
  - In-person presentations and FAFSA nights scheduled during fall semester throughout the district.
  - In-person TACRAO college fair held on October 12th at the Dorothy Garrett Coliseum with approximately 40 colleges and universities as well as 5 high schools in attendance. Pertinent COVID-19 precautions were followed.
  - Recruiting staff participating in-person at TACRAO college fairs held at other campuses.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

- Student and Financial Accounting:
  - Implemented a way for students to pay on-line for classes or charges including continuing education classes, outstanding student balances, and day care fees. Assisted with implementation of new on-line billing and payment for Kids College.
  - Submitted second, third, fourth, fifth, sixth (utilizing new, revised template), seventh, eighth, ninth, tenth and eleventh (utilizing new revised template) COVID-19 report to the LBB.
  - Working on refunds and payment logistics of staggered dorm move-in schedule for Fall20.
  - New, revised COVID-19 report due to the LBB by September 10th; submitted September 24, 2021
  - Department of Education Quarterly Budget and Expenditure Report for CARES Act Institutional Funds submitted and posted on the college website on October 30, 2020; January 8, 2021; April 8, 2021; July 9, 2021; and October 8, 2921.
  - Considering and researching the use of the HEERF II Funds (CRRSAA - Coronavirus Response and Relief Supplemental Appropriations Act, 2021) received in March 2021.
  - Considering and researching the use of the HEERF III Funds (ARPA – American Rescue Plan Act, 2021) received in May 2021.
  - New report of Federal Funds related to the coronavirus pandemic due to the THECB by November 15, 2021.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Testing/Tutoring:
  ◦ Virtual tutoring continues for all campuses. TEAS testing continues onsite in San Angelo and the TSI is still being taken remotely.
  ◦ San Angelo campus resumed TSI, Pearson, TCEQ, and PAN testing. Available for HC proctored exams as needed. TEAS face-to-face testing begins in September on a regular schedule. Weekend and evening testing begins September 21st. San Angelo campus tutoring – both in person and via Zoom – have started. Added a volunteer tutor for Science.

• Libraries:
  ◦ Libraries remain closed but select library personnel started working on site. Other personnel remain working from home for all campuses.
  ◦ Exploring options to create appointments for students, faculty and staff to use the facilities as needed.
  ◦ Libraries are open and have face-to-face options for students as well as virtual options. Social distancing and safety protocols are being followed at all locations. New hours have been posted and shared.
  ◦ Libraries have created training videos for both students and faculty that cover how to access and use library resources.
  ◦ Libraries created research guides containing online education tools for both students and faculty.
  ◦ Libraries are promoting their webcams and interactive devices available for Zoom classes.
  ◦ Libraries are in the early stages of plans to convert a small study room to a Zoom Room on the Big Spring campus.
  ◦ Libraries are in the early stages of moving games night for students to online platforms on the Big Spring campus.
  ◦ Expanded virtual events for student activities (PolitiTaco Tuesday, Hispanic Heritage Month, Banned Book Week, etc.)
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Libraries Continued:
  ◦ Librarians are hosting research informational sessions with classes using Zoom.
  ◦ Library is updating online research guides for each subject/course to include quick access to subject-specific ebooks, ebook collections, and other online resources.
  ◦ Library has set up a ‘Zoom Room’ for instructor and student use.
  ◦ Library was awarded a CARES grant from the Texas State Libraries and Archives Commission to implement services and technology made more necessary by COVID-19.
  ◦ Continuing to plan virtual game nights for spring semester.
  ◦ Hosting virtual professional development sessions to kickstart the semester
  ◦ Developing virtual library orientation

• Athletics:
  ◦ Adjusting seasons based on NJCAA guidelines.
  ◦ Game schedules have been condensed to the spring except for rodeo.
  ◦ Post-season format determined.
  ◦ Based on NJCAA guidelines, blanket waivers for all student-athletes this year for any competition they complete during the 2020-21 academic year; Returning students are considered “non-counters” for Letter of Intent purposes.
  ◦ Hired Head Women’s Basketball Coach.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- Advising:
  - Advisors are working on campus and rotating schedules as needed to accommodate social distancing guidelines. Making appointments for students to come to campus if issues cannot be handled virtually.
  - Continue to advise students face-to-face, via email, telephone and virtual modes. Processing schedule changes, adds/drops, etc. as needed. All safety protocols are being followed; protective shields placed in advisor offices.

- Human Resources:
  - COVID-19 work accommodation plans in process.
  - As of August 24th, 11 requests have been received and approved. As of September 15th, 12 requests have been received and approved. As of November 12th, 8 requests for Spring 2021 accommodation have been received and approved.
  - Virtual New Employee Orientation was held on October 30, 2020 with 23 employees in attendance.
  - As of August 20, 2021, 3 faculty accommodation requests have been received for Fall 2021.
  - New Employee Orientation was held in person on October 1, 2021 with 27 employees in attendance following social distancing guidelines.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26–November 15; November 16-December 13

- Safety/Security:
  - Drive-through secondary assessments implemented across the district.
  - In concert with IT, thermal stations installed.
  - Sanitary stations included with thermal check-ins.
  - Triage system designed for notifications.

- Student Life/Services:
  - Hosted virtual games, mobile blood drive and special events
  - Provided outside activities as appropriate
  - FFA Camp is scheduled for June 22-25. Event will be in-person and students will be staying in the residence halls during camp. Great Western Dining will be providing their food.
  - Lamb Camp and Goat Camp are both scheduled as in-person events. Lamb: July 30-August 1; Goat: August 5-7
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

- Residence Halls:
  - Turner Hall all students and items are out; Partee Hall some student items remain, sending out the last few items soon.
  - Summer dorm cleaning and sanitation has begun.
  - Staggered dorm move-in schedule developed for Big Spring campus; online registration process created and posted on website; students will begin moving in August 14 - September 13. Online paperwork completed prior to move in, 2 students/per hour/per dorm, only 2 individuals allowed with each student, all individuals screened prior to entering the dorm.
  - Move-in scheduled for August 14-16 for SWCD campus.
  - Quarantine plan developed for all dorms.
  - Arrangements made with Great Western Dining to manage health/safety guidelines in cafeteria.
  - Students are continuing to move into the residence halls. As of August 27th, 107 students are living on the Big Spring campus.
  - As of September 18th, staged move-in is complete and 174 students (79 in Turner, 86 in Partee) are living on the Big Spring campus, 29 students are living on the SWCD campus in single rooms.
  - 1 Assistant CRE and 1 CRE living in Turner Hall; 1 volunteer, 2 staff/faculty, and 4 coaches living in Partee Hall.
  - Great Western Dining is open for meals for those on campus.
  - Isolation rooms have been set up for students in residence halls, if needed.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT: March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Residence Halls continued:
  ○ Based on trial run of quarantine/isolation of students in SWCD cottages, instructional sheets regarding food delivery, trash disposal, contact information, etc. are being prepared for students in isolation.
  ○ Isolation rooms are stocked with sheets, pillows, blankets, toiletries, microwaves, and televisions.
  ○ Purchased and will utilize new software to conduct check-in process for residence halls in the Spring semester. Move-in will begin January 5th-14th for athletes and all other students January 15th-17th.
  ○ Residence halls will be closed during Winter Break to all students beginning November 25th and will re-open January 5th.
  ○ 98 students have checked out early on the Big Spring campus; 67 students remaining in the dorms.
  ○ All students have moved out of the residence halls and the cafeteria is now closed until January 10th.
  ○ Students have checked into the dorms utilizing the Acuity scheduling app and are following protocols from the fall semester.
  ○ Cafeteria opened January 10th.
  ○ Preparation for baseline testing of dorm students underway. Baseline testing completed for Big Spring and SWCD dorm students. All students who tested were negative.
  ○ Investigating app for dorm students to use for daily check-in/screening for COVID-19 symptoms. App has been purchased and will be implemented within the next two weeks. LiveSafe mobile health screening app is being used with dorm students to provide two-way communication regarding COVID-19. It allows Howard College to detect potential infections and prevent outbreaks while maintaining the privacy and security of dorm student health information.
COVID-19 RESPONSE STATUS #20

COLLEGE SERVICE DEPARTMENT PLANNING, PREPARATION AND DEPLOYMENT:

March 16-20, March 23-27, May 1-31, June 1-July 27, July 28-August 27, August 28-September 25, September 26-October 23, October 24-November 13, November 14-December 11, December 12-January 22, January 23-February 23, February 24-March 28, March 29-April 25; April 26-June 22; June 23-July 30; July 31-August 27; August 28-September 24; September 25-October 25; October 26-November 15; November 16-December 13

• Residence Halls continued:
  ○ Visitation has been limited in dorms and no off-campus visitors are allowed.
  ○ Registration for dorm check-in on the Big Spring campus has been opened. Dorm check-in will be held August 19-21.
  ○ Residence hall check-in is complete for Fall 2021.
  ○ Visitation in the residence halls is limited to dorm students only with no outside visitors allowed. This rule is in place until after Labor Day but could be extended depending upon COVID-19 cases in the area. No overnight guests are allowed.
  ○ Cafeteria is open for service and Great Western Dining staff are wearing masks while serving meals.
  ○ Student Services purchased 220 at-home COVID-19 tests from Abbott Lab Binax Now for use in the residence halls as needed. Thirty students who live in the residence halls have been tested and all came back negative. Twenty of those students were international students who were required to be tested within 5 days of entering the country.
  ○ No students who live in the residence halls have tested positive for COVID-19. Five students have been quarantined but were able to do so at their home.
  ○ Student activities continue to be hosted following social distancing guidelines as necessary.
  ○ Positive case and exposures in residence halls has resulted in several students being quarantined mainly at home due to proximity of the holiday.
COVID-19 RESPONSE STATUS #20

IDENTIFICATION OF SPECIALIZED PURCHASES

• Laptops, cellular WiFi, other mobile computing devices, headsets, and other peripherals to support remote working and student access needs.
• Additional software licensing to support increased demand for remote working and online instruction or best proctoring of tests.
• Expanding conferencing capability by increasing number of call-in ports as well as contracting for toll-free number for public meetings.
• Zoom meetings.
• Expanded GoToMeetings capacity for participants.
• Online virtual simulation for some programs.
• Neck gaiters/masks
• Food pantry purchases
• Disinfectant supplies
• Printer cartridges for remote workers
• Office supplies and postage for increased mail-outs
• IT consulting support
• Portable wall partitions
COVID-19 RESPONSE STATUS #20

IDENTIFICATION OF SPECIALIZED PURCHASES CONTINUED

• Infrared thermometers
• Additional masks
• PPE for Health Professions Programs
• Screening identification items
• Additional hand sanitation stations
• Thermal cameras to create screening stations
• COVID-19 sanitation/screening/social distance reminder signage for all campuses. Updated signage has been received and is being installed.
• Air Purifier System
• Zoom institutional license for virtual classes
• Additional isolation room materials
• Testing for residence halls
• Requested proposals from Howard County testing providers for residence hall testing; received two responses from Affordacare and Big Spring Urgent Care – using both / CARES funding can cover the cost.
• Light boards for each campus to facilitate distance learning.
COVID-19 RESPONSE STATUS #20

DECLARATION OF EMERGENCY BY PRESIDENT AND GOVERNOR HAVE RESULTED IN:

• College's ability to use Emergency Meetings provisions for Board meetings, as needed.
• Temporary lifting of restrictive guidelines for virtual meetings and participation as required in the Open Meetings Act.
• State's waiver of normal state bidding/procurement rules.
• Other rules may be waived with permission from Office of the Governor.
• Possibility of some reimbursement of extra costs via state or federal resources.
• Relaxing of some requirements from various accreditation and oversight bodies.
• Postponing Trustee Election (May 2, 2020) to November 3, 2020.
• Governor’s Executive Order on masks / July 2, 2020.
• Tax hearings required to be offered in person.
• Legislative Process protocols have been determined by Legislature for upcoming session.

• Reviewing new administration’s pandemic requirements and guidelines in relation to state and local guidelines.
• Governor’s Executive Order / March 2, 2021, on masks and 100% capacity / Board action on March 11th to keep Open Howard College protocols in place for the spring semester.
• Governor’s Executive Order/May 18, 2021, relating to prohibition of governmental entities and officials from mandating face coverings or restricting activities in response to the COVID-19 disaster/put into effect on May 20, using altered operations status authority.
• Tom Green County Public Health Authority implementation of Control Measures on Property related to the COVID-19 Virus on August 26th in relation to the school district.
COVID-19 RESPONSE STATUS #20

STAGE 1 ACTIONS

• Prior to Spring Break, district maintenance staff began increased efforts to clean and disinfect spaces, leaving the buildings ready for return. Purchasing efforts were made by maintenance staff to increase disinfectant supplies, etc. for all locations.

• March 12th, decisions were made regarding extending Spring Break for the students until March 23rd due to out-of-state students returning and area students having traveled. An online survey for students and employees to report travel or exposure concerns was prepared and posted on the website. Faculty and staff were asked to return on the 16th as planned to begin preparation for transition to a totally online, digital format by March 23rd and to prepare the campuses for student return when appropriate. The decision was made at that time to keep the Harold Davis Fitness Center open as well as Howard Cottage for childcare services, both located on the Big Spring campus. Campuses would remain open to the public. Athletic seasons would continue as planned.

• March 16th, President Trump initiated the 15-day effort. Action was taken to close the campuses, moving into an altered operations status until March 30th. Prior to leaving, employees were told to take what they needed to work from home. the Harold Davis Fitness Center was closed beginning on Tuesday, March 17th. Howard Cottage was kept open until Wednesday, March 18th to give parents time to make other arrangements.

• Wednesday, March 18th, began to formulate a strategic plan of action based on information shared by Chancellor Brenda Hellyer, San Jacinto Community College District, that they were implementing in the Houston area. Also conferred with Johnette McKown, President, McLennan College, concerning actions they were taking relative to telephonic meetings for the Board of Trustees.
On Thursday, March 19th, Governor Abbott took action to close schools, later clarified that included colleges, until April 3rd. He also moved Texas into a more restricted status. At that point extended the closure of campuses until April 3rd, transitioning to an altered operations status until that time.

- National Junior College Athletic Association (NJCAA) and National Intercollegiate Rodeo Association (NIRA) ended seasons for all sports. Worked with athletes as decisions were made relative to staying on campus or returning home. Monitoring national decisions relative to eligibility. Following face-to-face restrictions imposed by NJCAA until April 15th for all types of recruiting although virtual is allowed.
- Canceled activities going forward.
- Local, state and national meetings and conferences began to be canceled for the weeks ahead.
- Limited college travel to service area only.
- Have adjusted guidance to students regarding residence halls as the situation has evolved.
- Changed the drop date to April 24th.
- Expanded the four conference call lines to host 44 callers to be used for college and community meetings, classes, etc.
- Secured toll-free number to be used for public meetings with 500 caller capability.
- Cancelled March 23rd Regular Board of Trustees meeting and items will be considered by Board at later date.
- Expanded Go-To-Meeting capability to 250 participants.
COVID-19 RESPONSE STATUS #20

STAGE 1 ACTIONS CONTINUED

• FCI lock-down for 30 days resulting in no workforce training.
• GEO facilities making decisions relative to instructional operations.
• Due to self-report of employee exposed to a confirmed case of COVID-19, followed guidelines as if a confirmed case relative to impacted employees, closed San Angelo campus on March 26th for disinfecting processes on Monday, March 30th. Reported status to employees and media.
• On March 27th, seek Major Resolution Delegation for COVID-19 delegating additional authorities to President beyond existing authority to act in place of Board but to notify Board.
• Responding to national, state and local actions taken.
  • Transitional decisions needed as moving into Stage 2 - reported cases in service area.
  • Items to be included on the Legislative Budget Board request for related expenditures to COVID-19 and estimated lost revenue for FY2020. First report April 9; next in May.
• Health Professions Pinnings and Commencement:
  ◦ Pinnings week of May 4th
  ◦ San Angelo Drive-Thru Graduation Celebration May 7
  ◦ Big Spring/Lamesa/SWCD Drive-Thru Graduation Celebration May 8
  ◦ Howard Cottage Graduation
• All campus events postponed and to be determined for final cancellation.
• Howard Cottage: consideration of re-opening for student parents and faculty serving in first responder roles /reopened.
• Time-frame to resume normal operations - as information is available /Semester end based on Governor’s order
• Extension of registration for summer and fall. Fall registration opened April 28
• Periodic needs to return to campus (for some employees).
• Registration schedules.
• Responses to students.
• Contractors delivering services, construction.
• Federal work-study students.
• Finalizing compensation plans /Altered operations working plan implemented.
• Purchasing of resources to support students or operations during altered operations status.
• Approach to 2021 budget and ongoing projects.
• 2022-2023 LAR submitted September 18th.
• Trustee election - May 2nd or move to general election on November 3rd, as allowed by Governor. Cancellation due to candidate withdrawal. Ben Zeichick appointed to the vacancy and sworn in on August 3, 2020.
• Instructional mode for Mini and Summer sessions.
• Tuition and fees refund or credit requests.
• Refund or credits request related to room and board.
• Consideration of Incompletes and/or Pass/Fail options being discussed at the state level.
• Consideration of additional infrared thermal screening stations and air purifiers for campuses as needed. CARES funding will cover this cost.
COVID-19 RESPONSE STATUS #20

★ ★ ★ COMPLETED/UPCOMING DECISIONS ★ ★ ★

• Responding to needs of students located in remote areas without robust internet.
• Completion of CTE course requirements deemed difficult to accomplish virtually.
• Completion of Health Professions program requirements in some fields if COVID-19 spreads in the service area.
• Focusing on cybersecurity as advancement of virtual, remote altered operations continues.
• Potential actions being taken at state level impacting budgets as economy being strained.
• Increasing simulation as needed.
• **Working with donors interested in providing support for students/employees struggling.** Received $250,000 from G.C. Broughton Foundation to cover tuition, fees, and books for 52 nursing students on the Big Spring campus.
• Determination of essential services positions required to be on-campus in the event "stay-at-home" measures are mandated.
  /Select groups have been working on campus from the beginning of the stay-at-home actions. (LBB report requirement)
• Updating of Continuity Plan.
• Inventory of potential items that could be used for medical community if needed.
• Completion of state reports within extended deadlines following "stay-at-home" mandates.
• Adjusting budget due to reduced revenue if necessary. Community colleges were not affected by 5% reduction for FY21.
• Athletic seasons adjusted as needed based on NJCAA guidelines.
• Post-season format determined for Region V.
• Transition from Zoom classes to Face-to-Face for some courses on Big Spring campus.
• Spring Break decision.
• Devising Open Howard College plan to align with Opening Up America Again and Open Texas efforts.
  ○ Howard College/SWCD masks designed and given to employees.
  ○ Slow, methodical, structured phasing of employees returning to sites with sensitivity to vulnerable populations and childcare/home-schooling impact.
  ○ May 11 target date.
  ○ Monitoring impact of Open Texas in area as we Open Howard College.
  ○ Incorporating best practices, following state guidelines for higher education.
  ○ Health Profession Faculty providing guidance.
  ○ August 9th target date for Phase IV.
  ○ Updating Open Howard College plan as federal, state and local guidelines change, and adjustments are needed.
• Consideration of Prison education programs and delivery are under discussion with prison leadership. Class delivery fluctuates based on exposure.
• In discussion with prison leadership regarding federal funding based on state funding actions.
• Daily decisions being made in regard to actions necessary for reported or determined exposures or confirmed cases.
• Re-opening of rentable spaces under consideration and implementation in some cases.
• Testing for residence hall students being finalized utilizing CARES funding.
• Phasing approach for spring dorm move-in.
• Planning events for pandemic format until Fall 2021 while awaiting final guidance on Fall 2021.  
  • Graduation and awards convocations are being planned accordingly.
• WJCAC in discussion regarding proposals for spring season. Final decision will be made in January 2021. At this time, New Mexico colleges are not sure of their participation. WJCAC institutions have submitted game protocols for the upcoming basketball season that must be followed for visiting teams. New Mexico Junior College will not be participating in basketball. NMMI will travel first half of the season for games.
• Due to the fact that accounting guidelines have not been released at this time on the CARES Act, the auditors cannot complete the audit until a month after receipt. THECB has been contacted due to the deadline required for submission. We will submit drafts without that information so THECB can proceed with required reporting. Reports are being submitted.
• Seeking information on expected release of federal reporting guidelines for audit completion. Information received and audit in process of completion. Audit completed with federal reporting guidelines adherence assessed and future guidance provided.
• Additional federal funding has been released. Seeking guidance on usage of funds.
• Implementing method to gather names of employees interested in taking vaccinations in case of calls from local health authorities with surplus vaccines.
• Implementation of leave benefits application upon release from COVID isolation in the event of continuing health issues effective February 1st.
• Due to pandemic impact, Fall 2021 an employee is permitted to carry over 135 hours of vacation time. All accumulated and earned vacation must be used in the fiscal year following its accrual unless approved by the president.
• Conducted voluntary survey of employees (214 responses) relative to vaccine prior to on-site vaccine clinic March 9th. Updated survey sent out 4-12-21; 207 responses with updated results below:
  
  • Results:
    • 28.97%, 61.35% fully vaccinated (By April 6th; April 30th fully vaccinated will increase to 47.66%, 64.25%)
    • 18.69%, 2.90% 1st vaccine
    • 9.81%, 2.90% plan to get vaccinated
    • 22.9%, 15.94% still trying to determine if they will take it
    • 14.49%, 12.08% will not take it
    • 5.14%, 4.83% preferred not to respond
  
  • Pfizer vaccine clinic held on March 9th on Big Spring campus. There were 23 staff members, 25 community members and 56 students participating.
  • Second shot clinic will be held Tuesday, March 30, 2021; 1-4pm.
  
  • Planning on-campus clinics for campuses going forward as well as disseminating information about vaccines.
  • Pfizer vaccine clinic held on April 15th on San Angelo campus. There were 63 individuals participating.
    • Second shot clinic held May 6th from 1pm-3pm
    • Vaccine clinic held on the San Angelo campus on September 2nd.
  • Pfizer/Moderna vaccine clinic held on the Big Spring campus on August 26th.
Flu and additional vaccines clinics held on campuses; included availability of the COVID-19 vaccine
- San Angelo: September 9th
- Big Spring: September 15th and September 23rd
- Follow-up clinics for second doses are scheduled at each site
- Lamesa: November 17th
Tough Times Don't Last...

Tough Community Colleges Do!

#hawksflytogether
Dr. Sparks welcomed everyone, reviewed the ground rules, reviewed how issues are addressed, and began student and staff introductions. The student concerns are sent to the appropriate areas to be addressed and then these are presented to our students at the next President’s Student Round Table to be held in Spring 2022.

The President’s Student Round Table has been implemented for over two decades now and the purpose behind this is to find out how Howard College can serve our students better.

<table>
<thead>
<tr>
<th>STUDENT CONCERNS</th>
<th>Assigned Response</th>
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<tbody>
<tr>
<td>RESIDENCE HALLS</td>
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<tr>
<td>Students mentioned the washers and dryers in both dorms are having issues. They stated there are holes in the lint filters in the men’s dryers which may contribute to why they don’t fully dry clothes. The women’s dorms mentioned that there is a foul odor in the washers which leaves their clothes with a bad smell. Students also mentioned that there are not enough washers/dryers in the dorms because they are always full or running and it is difficult to find a unit to do their laundry in.</td>
<td>Christi Mikeska / Fabian Serrano</td>
</tr>
<tr>
<td><strong>Response:</strong> Maintenance work orders have been submitted to fix the washer and dryer issues, and the maintenance department began working on them Wednesday, 10/27/2021. At Partee, two new washers have been ordered to replace the broken ones and all new dryers have been ordered. They are set to arrive and be installed before the beginning of next semester. A dorm meeting was held to discuss laundry room issues. Students were reminded to set timers for their clothes and informed that the clothes will stink of mold/mildew if they are left in the washer for too long after the cycle is complete. This also addresses the issue of washers/dryers not being available. Students were told that clothes left in the laundry room for too long will be bagged up and must be picked up from the dorm office.</td>
<td>Christi Mikeska / Fabian Serrano</td>
</tr>
<tr>
<td>Students in the men’s dorm mentioned a water leak in one of the dorm rooms. They confirmed that a work order was sent in but there continues to be a leak that is now getting into the hallway and causing an odor. The women’s dorm also noted that a pipe was leaking in one of the rooms and was causing mold on the carpet.</td>
<td>Fabian Serrano / Christi Mikeska</td>
</tr>
<tr>
<td><strong>Response:</strong> The men’s dorm water leak is due to a shower curtain being too short. A longer shower curtain with appropriate shower hooks will be ordered.</td>
<td>Fabian Serrano / Christi Mikeska</td>
</tr>
</tbody>
</table>
Students requested better responses from the residence staff about issues or concerns. One student mentioned they were told they were getting a new roommate but never heard more information until several days later.

**Response:**
This issue has been corrected. A new dorm supervisor had just been hired when this happened. She has been trained on what to do in the future. If this happens in the future, we will make sure to provide the students with status updates. The student who was supposed to move rooms ended up moving out.

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<tr>
<th>Christi Mikeska</th>
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Students in the women’s dorm noted that the computer room is often out of paper for the printers.

**Response:**
More paper has been ordered. Extra reams will be available in the office so Resident Assistants can replace paper when needed.

<table>
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<tr>
<th>Christi Mikeska</th>
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Students in the men’s dorm mentioned a light has been out in the hallway since the start of school and they have submitted work orders for it.

**Response:**
This light has been fixed. Sensors were changed so the lights automatically come on when it gets dark instead of keeping them on timers.

<table>
<thead>
<tr>
<th>Fabian Serrano / Christi Mikeska</th>
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</table>

Students requested updating the pool tables and pool sticks in both residence halls due to their wear and tear.

**Response:**
The table in the men’s dorm has had the felt replaced, and custodians cleaned the felt on the table in the women’s dorm. The table in the women’s dorm will be recovered before the end of the year, and pool sticks will be replaced at semester.

<table>
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<tr>
<th>Christi Mikeska</th>
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Students in the men’s dorm noted there were little utensils and cook wear to use in the kitchen and requested more so they could utilize it more. Students also noted that there was little to no cleaning soap in the kitchen. They also requested better accountability for students to clean the kitchen after each use.

**Response:**
The RA’s have been enforcing the kitchen check-out policy/rules when students request to use it in the evenings. Since students have done better about following the rules/regulations set forth in the residence halls all kitchen cookware and utensils will be replaced during the semester break. We will add more items the students can use. Students are required to provide their own cleaning supplies, but residence life staff will stock the kitchen with cleaning supplies from now on.

<table>
<thead>
<tr>
<th>Christi Mikeska</th>
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</table>
**Students requested longer hours to have visitors in the residence halls. They expressed they feel like they are not given the independence other colleges provide.**

**Response:**
We have surveyed other colleges to learn about their visitation policies. Results vary, but most of the colleges surveyed have longer visitation hours. Information collected has been sent to the administrative cabinet.

**CAFETERIA**

Students expressed a general concern and request for improved quality of food in the cafeteria. Several students noted issues with the food like finding hair, flies or bones in their food. They stated that the ‘fresh’ items in the salad bar were not always fresh or good quality. They also requested to have better quality food at dinner specifically, stating that it was typically something childish like corndogs or leftovers that were just thrown together. They requested food with more substance.

**Response:**
Currently we are looking at new companies for a new contract with our cafeteria. I spoke with the cafeteria director and stated the students concerns. They have updated the salad bar to fresher items and changing out items for each meal. GWD employees are supposed to be wearing hairnets while cooking. Dinner was updated to meet this year’s student’s needs.

Students noted that the cafeteria will often close before the stated closing time for different meals. This creates difficulty for students who return late from practices or try to grab food before a morning class.

**Response:**
The GWD director has been informed to stay open and to not remove food until the specified time of closure for each meal to ensure that students can get all options until the time ends.

**ACADEMIC / INSTRUCTION**

Students indicated that faculty are slow to respond to questions in their emails about assignments or late work.

**Response:**
Faculty were reminded to respond to emails in a timely manner during an update meeting. We will consider adding a statement to the syllabus about response times since there is a standard policy.
| **Big Spring President’s Student Roundtable**  
<table>
<thead>
<tr>
<th><strong>October 18, 2021</strong></th>
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<tr>
<th><strong>Students requested the need for a greenhouse to assist with the horticulture class.</strong></th>
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**Response:**
We have submitted a request to research the need for a greenhouse as a part of a regional grant project.

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<tr>
<th><strong>INFORMATION TECHNOLOGY</strong></th>
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<tr>
<th><strong>Students noted that WiFi access in the men’s dorm is slow and will kick students out of the internet intermittently.</strong></th>
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</table>

**Response:**
Maintenance removed the wall and we successfully replaced the switches. This solved the power problems we were having before. As a test, we replaced two of the Wifi APs in rooms that had reported problems, and both came online without issue. We can move forward with adding all the missing APs and get the dorm to at or near 100%. We are looking at doing some of these next week and the first week after winter break when there are fewer students in the dorm. If all goes well, this project will be finished before Spring semester starts.

<table>
<thead>
<tr>
<th><strong>Students stated that they cannot access MyHC on the schools WiFi connect. They said each time they try, no matter their location on campus, they cannot access the site through WiFi. They are able to access it on the computers in the library or through WiFi off campus.</strong></th>
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</table>

**Response:**
This appears to be a DNS issue of some kind. IT is aware of the problem and working toward a solution.

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<tr>
<th><strong>Safety and Security</strong></th>
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<tr>
<th><strong>Students requested the need for more outdoor lighting consistent across the campus to assist those who have night classes in the evenings.</strong></th>
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</table>

**Response:**
We have received a quote to upgrade post top fixtures to LED lamps for light posts east of the Science Building, between the SUB and Library, in front of the Warren Center, and the ones between the Cottage and the Warren Center. The total price is around $25,000 and will be completed by mid-spring.
Dr. Sparks welcomed everyone, reviewed the ground rules, and Dr. Sparks reminded the students that the review of the Spring 2021 responses for the President’s Student Round Table was sent through email. Dr. Sparks encouraged all students to look over the review. The student concerns from today are sent to the appropriate areas to be addressed.

The President’s Student Round Table has been implemented for over two decades now, and the purpose behind this is to discover how Howard College can serve our students better. To get specific input from our Lamesa students, we implemented an onsite Roundtable.

<table>
<thead>
<tr>
<th>STUDENT CONCERNS</th>
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<tbody>
<tr>
<td><strong>Update from Dr. Sparks</strong></td>
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<tr>
<td>Dr. Sparks explained the process of this year's Lamesa Student Forum. First, Dr.</td>
</tr>
<tr>
<td>Sparks asked the students to introduce themselves and told them there would be</td>
</tr>
<tr>
<td>two sections we would talk about here today. The first section is about what we</td>
</tr>
<tr>
<td>can do to improve your current experiences and get the student's perspective, and</td>
</tr>
<tr>
<td>we want to hear from you. Next, Dr. Sparks went over some of the concerns students</td>
</tr>
<tr>
<td>brought up in the last President's Roundtable and said how those concerns were resolved.</td>
</tr>
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</table>

**Student Concerns - Is there a problem with air conditioning and heating?**

Monica stated that because of the winter storm we have had issues with one of our air conditioners in room 5. The county is working on trying to replace the unit.

**Dr. Sparks commented:**

Dr. Sparks stated that was a good question and explained the way community colleges are funded. That depending on the campus, there are different ways we handle brick and motor. For example, the Dawson County Judge and county provides the building for the Lamesa campus, and we are very fortunate to have the county’s help. Also, the bathrooms were renovated by the Weaver Foundation. Also, we have been fortunate to get technology funds from the Permian Basin Workforce board. They have helped us with some upgrading in our distance learning classrooms and some Title V grant money that and initial donor Marie Hall. She provided a distance learning classroom on each of our campuses so we could connect all our campuses.

**Question from Dr. Sparks to students:**

How has the faculty response time improved? Is it better or do you feel like the faculty response time is better? Do we still need to work on that?

**Student response:**

Yes, personally for me it has gotten better.

**Question from Dr. Sparks to students:**

What about advertising? We did marketing back in the summer and we did a TV blitz. Did anyone see that?

**Student’s response:**

Personally, we don’t have cable so we can’t comment on that.

**Question from Dr. Sparks to students:**

Please tell us how you get your information because a lot of people choose not to have cable. So how do you get your information.
**Student’s responses**

We get our information on Facebook, email, or any social media websites.

**Student’s response:**

We get the newspaper where I work and that is how I get my information and from Facebook and social media.

**Student responses:**

I get my information from social media platforms like Instagram.

**Dr. Sparks comment:**

Dr. Wayne Smith wanted people of the community to have an opportunity to take classes in higher education. He was always trying to find ways for the Lamesa campus to have access to higher education. Wayne worked for the school district and was temporarily our campus director.

**Student response:**

I think that it is awesome that he had an idea for students, and he didn’t even know them. To create this campus for people of the community to have access to higher education.

**Student Concerns:**

I had a suggestion about vending machines. There is a coke machine and is very useful for the students, but I feel maybe a vending machine with snacks or candy would be awesome.

**Response from Steve Smith:** We will review the college’s drink and snack vending contract for all campuses. The vending company has increased prices and some food items expire because they are not being purchased, so we will need to consider viable options.

**Student Concerns:**

I agree, especially for students who are on campus all day for classes. For example, I am on campus on Wednesday, from 5:00 all the way to 9:00. So, knowing I could get a snack between classes is helpful.

**Dr. Sparks comment:**

I am going to move us into the topic of safety and security. As Monica mentioned, we have addressed the lighting for the Lamesa campus. How do you feel about Lamesa campus lighting? Is it better? Do you feel like you are in a safe and secure environment?

**Student responses:**

Yes, I feel safe when I walk into class.

**Dr. Sparks question:**

If you came to class and saw someone strange around campus or could not leave campus because you felt uncomfortable. What would you do?

**Student response:**

The student stated that if I felt uncomfortable when I walked out of the building, I would walk back inside and tell someone in the office. Jessica, Monica, or Mary Ann is mainly in the office, so I would go and tell them about it.
<table>
<thead>
<tr>
<th><strong>Student response:</strong></th>
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<tbody>
<tr>
<td>Yes, I agree I would go tell someone in the office that there was someone strange outside or I felt uncomfortable.</td>
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<tr>
<th><strong>Dr. Sparks statement:</strong></th>
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<tr>
<td>That is the answer I was hoping you would give. That you would know to go back into the building and that we have people there and they could help you.</td>
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<table>
<thead>
<tr>
<th><strong>Student response:</strong></th>
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<tr>
<td>Yes, it personally feels very welcoming to be able to go on to the campus, and I personally feel very safe. The dynamic is great when you can communicate with people in the office freely, even if you have concerns. So yes, it feels very safe.</td>
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<table>
<thead>
<tr>
<th><strong>Dr. Sparks question:</strong></th>
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<tbody>
<tr>
<td>Are there any other questions relative to safety and security?</td>
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<table>
<thead>
<tr>
<th><strong>Student Response:</strong></th>
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<tr>
<td>Does the campus have security cameras in the front and back entrances?</td>
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<table>
<thead>
<tr>
<th><strong>Monica responded:</strong></th>
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<tbody>
<tr>
<td>Yes, we have security cameras facing all entrances and exits. There are also security cameras in room five facing the door that leads outside.</td>
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<table>
<thead>
<tr>
<th><strong>Dr. Sparks question:</strong></th>
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<tr>
<td>Do you all have access to the cameras from the office? Is that correct?</td>
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<table>
<thead>
<tr>
<th><strong>Monica’s response:</strong></th>
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<tbody>
<tr>
<td>Yes, we do all have access to the cameras.</td>
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<thead>
<tr>
<th><strong>Dr. Sparks response:</strong></th>
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<tbody>
<tr>
<td>I would like to mention the way our system works across the district. Each campus has its own cameras; however, Big Spring campus could see all campuses on the camera. If there is a situation in Lamesa or San Angelo, it could be reported by security in Big Spring. We set it up so that each campus has security guards. The security people are working the cameras to monitor all campuses.</td>
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<thead>
<tr>
<th><strong>Dr. Sparks question:</strong></th>
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<tr>
<td>Monica is there anything you would like to share with the students?</td>
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<table>
<thead>
<tr>
<th><strong>Monica’s response:</strong></th>
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<tbody>
<tr>
<td>We have a very active S.G.A., and they are doing a great job being involved in student activities. The S.G.A. has a pumpkin painting activity scheduled for this Sunday. The S.G.A. will be participating in the trunk or treat. They are doing a good job participating and getting more students involved. I am proud of that because that is going to give Howard College more visibility. Also, the ladies and I are working on recording for the local radio station. We will be doing some snippets of what is going on here on campus. Mary Ann will talk about the vaccine clinic here in November and applying for FAFSA for Fall of 2022. Jessica has a Fast-track C.N.A. class scheduled for December.</td>
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<thead>
<tr>
<th><strong>Dr. Sparks statement:</strong></th>
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<tr>
<td>I would like to finish by talking about the work on the vision, mission, and values so you can all be updated. Every three years, we ask students to participate in a district survey. We received great feedback from our students from every campus last year about the vision, missions, and values:</td>
</tr>
</tbody>
</table>
1. We want to be a model for success for enriching the lives and futures of those we serve in a rural community college.
2. We value our students, community, diversity, unity, excellence, and integrity.
3. Our goals and objectives are based on student success, community, workforce development, and performance excellence.

So, we gather information from our students because our students are a part of our vision, mission, and values. Finally, what is it about? It's about making dreams real for our students. You have dreams, and we want to help you achieve your dreams. We are going to do everything we can to take down barriers and help you achieve your dreams.

**Dr. Sparks question:**
Does anyone have any last points?

**Student’s response:**
I want to say this was a great experience. Other students agreed.

**Closing statements from Dr. Sparks**
Thank you so much and appreciate you all so much for participating. When I work on everything on my desk, I think of your faces in the zoom call, and you are all that drives me every day to do what we do. Thank you again.
Dr. Sparks opened the presidential round table (student forum) by thanking the students for attending. She provided a quick overview of the forum and noted that we try to keep to one hour to be respectful of student’s time. We want you to feel comfortable, this is a time for constructive criticism. We want to hear from our students on how we can improve their experience at SWCD. Share things that we are doing well too. Need to remember that we do not get personal. This is not the place to talk specifically about an individual, faculty, staff, or student. There are other avenues to handle those type of confidential issues. We have been doing roundtables for 25 plus years. She shared that we try to have a forum every semester, Spring and Fall.

Dr. Sparks began with introductions and opened the forum to student comments, suggestions and/or questions.

Student attendance is on file in the Director of Student Services office.

<table>
<thead>
<tr>
<th>SUGGESTIONS/COMMENTS/QUESTIONS</th>
<th>RESPONSE/ACTION TAKEN</th>
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<tbody>
<tr>
<td><strong>GENERAL</strong></td>
<td></td>
</tr>
<tr>
<td><em>Comment-Student commented he appreciated what has been done at SWCD, likes being a student here.</em></td>
<td>Comment to be shared.</td>
</tr>
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<table>
<thead>
<tr>
<th><strong>OUTSIDE AREA BY DORMS</strong></th>
<th></th>
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<tbody>
<tr>
<td><em>Gazebo needs to be painted, repaired</em></td>
<td>To be completed by January 2022.</td>
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<table>
<thead>
<tr>
<th><strong>OUTSIDE ACTIVITIES</strong></th>
<th></th>
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<tbody>
<tr>
<td><em>Would like to have an enclosed area where they can sit outside and mingle with each other during winter when it is cold</em></td>
<td>No budget currently</td>
</tr>
<tr>
<td><em>Would like to have a grill outside, where they can cook and visit with each other</em></td>
<td>Bar B Q Grill purchased 11/05/21</td>
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<tr>
<th><strong>MSC</strong></th>
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<tbody>
<tr>
<td><em>Would like to have a snack bar in MSC lobby/game room</em></td>
<td>Students can work through SGA to sell snacks in MSC</td>
</tr>
<tr>
<td><em>Need to remove old mailboxes and add a window where students can meet with SGA officers in their office, and monitor game room</em></td>
<td>This has been completed</td>
</tr>
<tr>
<td><em>More clubs are needed for students to participate in</em></td>
<td>Students can work through SGA to request new clubs</td>
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<tr>
<th><strong>DORMS</strong></th>
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<tbody>
<tr>
<td><em>Place another screen in dorm lobby and cafeteria</em></td>
<td>Will look at budget</td>
</tr>
<tr>
<td><em>Dorm shower floors are slippery, not safe</em></td>
<td>Recommends rubber mats that can be purchased at Walmart</td>
</tr>
<tr>
<td><em>Like to have a kitchenette in dorm lobby</em></td>
<td>No budget currently</td>
</tr>
<tr>
<td>Issue</td>
<td>Action/Comment</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>*Water pressure in showers is low</td>
<td>Students need to let CRE’s know about this so they will know which room it is, and report to maintenance.</td>
</tr>
<tr>
<td>*Some washers/dryers are not working</td>
<td>Students may be overloading them. They need to inform CRE’s which ones are not working.</td>
</tr>
<tr>
<td>*Tint dorm windows, where no one can see in dorm rooms</td>
<td>Safety Issues if covered</td>
</tr>
<tr>
<td>*Place clocks in dorm lobby and hallways</td>
<td>Maintenance will look at purchasing clocks</td>
</tr>
<tr>
<td>*Air-conditioning/Heating in dorm rooms are not working correctly</td>
<td>Students need to inform CRE’s when they are not working, so it can be reported to maintenance.</td>
</tr>
<tr>
<td><strong>SECURITY</strong></td>
<td></td>
</tr>
<tr>
<td>*Lighting around campus is not bright enough. Do not feel safe when running at night</td>
<td>This is in our five-year goal plan at SWCD</td>
</tr>
<tr>
<td>*Diagnostic building needs to be torn down, it is dangerous, someone could get hurt if they try to go into the building</td>
<td>Dr. Sparks shared with students this is in budget plan for this year. City of Big Spring was building a new landfill, had to wait until it was completed where the materials could be taken. We will be working with City of Big Spring to tear building down, plus the old senior citizen’s building located next door to diagnostic building. As per Dr. Sparks, roofing company should be completed next week, will be doing a walk-thru on roof repairs, Monday, October 25, 2021. Contractor storage area. When funds are available</td>
</tr>
<tr>
<td>*Fenced area behind administration building. This would be a good area for storage, or outside area for volleyball.</td>
<td></td>
</tr>
<tr>
<td>*Parking lot at dorms has potholes, very rough. Needs to be completely redone</td>
<td></td>
</tr>
<tr>
<td>*Handicap parking areas still need to be painted</td>
<td>Shortage of paint at this time waiting for it to arrive</td>
</tr>
<tr>
<td>*Signage for SWCD needs to be placed on streets where visitors know where to go, like dorms, administration building, MSC, Activity Center</td>
<td>No budget. Will be put in budget for next year, 2022-2023</td>
</tr>
<tr>
<td>*Sign on corner coming into SWCD has been knocked down, needs to be replaced</td>
<td>City of Big Spring has been notified to replace the sign</td>
</tr>
<tr>
<td><strong>ACTIVITY CENTER</strong></td>
<td></td>
</tr>
<tr>
<td>*Would like to see storage room in West area of gym be used as an area to hang out in and offer snacks/drinks, while working out.</td>
<td>MSC has been designated for this purpose</td>
</tr>
<tr>
<td><strong>PRESIDENTIAL STUDENT FORUM</strong></td>
<td></td>
</tr>
<tr>
<td><strong>SWCD STUDENTS</strong></td>
<td></td>
</tr>
<tr>
<td><strong>OCTOBER 22, 2021</strong></td>
<td></td>
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<tr>
<td><strong>MSC Auditorium</strong></td>
<td></td>
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<tr>
<td>PRESIDENTIAL STUDENT FORUM</td>
<td></td>
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<tr>
<td>----------------------------</td>
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<tr>
<td>SWCD STUDENTS</td>
<td></td>
</tr>
<tr>
<td>OCTOBER 22, 2021</td>
<td></td>
</tr>
<tr>
<td>MSC Auditorium</td>
<td></td>
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</table>

| *Need new weight equipment | Purchased Summer 2021 |
| *Need to have a schedule where students can workout in gym at scheduled times. Weight room is always full | Activity Director is working with students, faculty and staff to create schedules |

<table>
<thead>
<tr>
<th>ADMINISTRATION BUILDING</th>
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<tbody>
<tr>
<td>*DLT classroom needs new desks and equipment. They are old</td>
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</table>

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<thead>
<tr>
<th>HC VISIONING</th>
</tr>
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<tbody>
<tr>
<td>*Dr. Sparks shared update on Vision/Mission Statement, where do you see Howard College going in the next 5 years? Survey and input were sent out last Spring. This involved gathering input from employees, students, community members, business and industry and our HC Board. Response was great. We want to be known as a mode of success for rural colleges in rural area for students learning and opportunities. We have a deaf component (SWCD) as part of our college district, we want the world to know about SWCD</td>
</tr>
<tr>
<td>*We value family, community, unity, excellence, and our workforce. Students are a part of us reaching our vision. Student suggestions are very important. We continue to work on HC Vision/Mission Statement, something will be posted soon.</td>
</tr>
<tr>
<td>*Dr. Sparks closed the discussion.</td>
</tr>
</tbody>
</table>

Next Student Roundtable will be March 25, 2022
Dr. Sparks opened the presidential round table (student forum) by thanking the students for attending. She stated that she was sorry that she could not be there in person, but thankful for the technology that allows us to be together. She provided a quick overview of the forum and noted that we try to keep to one hour to be respectful of student’s time, but will reserve a little time at the end for an opportunity hear from you about safety/security and also share information on the college’s vision and mission work.

Dr. Sparks began with introductions. She explained that student roundtables are being held at each college site this month and this year we also held a district-wide student forum via Zoom. She shared that we have been doing roundtables for 25 plus years and we attempt to do one every semester to get feedback from our students, and then we go to work on the suggestions/ideas that students provide. She stated that we need student feedback on what will make their college experience better, and that sometimes we cannot accomplish immediately, but implement later to improve the college experience for future students. She explained that the suggestions/comments shared today will be sent to individuals on campus for their response/feedback. Responses are posted on the HC website.

The ground rules for the forum were shared: We encourage you to share constructive criticism as we want to hear ways to improve, but we also want to hear about the positive experiences. We want you to feel comfortable. Share things that we are doing well too. Need to remember that we do not get personal. This is not the place to talk specifically about an individual faculty, staff or student. There are other avenues to handle those type of confidential issues.

Dr. Sparks then shared a quick review of the February 24, 2021 student forum items and then opened the forum to student comments, suggestions and/or questions.

Student attendance is on file in the San Angelo Executive Dean’s office.

<table>
<thead>
<tr>
<th>SUGGESTIONS/COMMENTS/QUESTIONS</th>
<th>RESPONSE/ACTION TAKEN</th>
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<tbody>
<tr>
<td><strong>GENERAL COMMENTS</strong></td>
<td></td>
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<tr>
<td>• Congratulations on Big Spring Nursing Program</td>
<td>Comments to be shared</td>
</tr>
<tr>
<td>• San Angelo Advising team is amazing; I have talked with all of the advisors and they are great</td>
<td></td>
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<tr>
<td><strong>STUDENT SUPPORT SERVICES</strong></td>
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<tr>
<td><strong>Scholarships</strong></td>
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<tr>
<td>• Saw that the free tuition for community colleges has been removed from President Biden’s proposal; knowing that students do not always read emails how will you let students know (spread the word) about scholarship opportunities; Could larger flyers/posters like ones used for blood drives be used for this</td>
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<tr>
<td>• Could professors talk about in class; make announcements at the end of class to share information like this</td>
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<tr>
<td>• Dr. Sparks asked what forums students are using to get information. The students in attendance noted that they did not use social media, but had instructors who used a Remind Me App. Added that many students only come to campus for class and then leave. Pam noted that many have jobs and other obligations.</td>
<td></td>
</tr>
<tr>
<td>• Financial aid sends information to all students by email for reminders of important dates, routine information, and other financial aid information pertaining to that aid year. Not only is it the</td>
<td></td>
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<tr>
<td><strong>App for alerts</strong></td>
<td>school’s responsibility to make sure information is emailed, but it is also part of the student’s responsibility to routinely check their student email for important events or information. With help from our Marketing Department, information has been posted on social media, on the banner on our website at different times of the year, on commercials, sent to new students when they apply, and will be a discussion item at Live at 5 with our local news stations in November. In addition to these outlets, the Financial Aid and Marketing departments will plan to put reminders about scholarships in our rotation on the tv’s students see around campus and print flyers, such as the ones used for blood drives.</td>
</tr>
<tr>
<td><strong>Student’s Advisor</strong></td>
<td>Dr. Sparks discussed why the HC alert system is not used for routine information. Need to keep the alert system so you will know when you receive an alert that it is truly an alert for an emergency and/or weather event.</td>
</tr>
<tr>
<td><strong>Is there a better way of letting a student know who their advisor is; more personal</strong></td>
<td>Advising is due to launch a new student learning management system by spring that should be more user friendly and allow for a more personal touch. In the interim, Director of Advising has reached out to Eric Hansen for assistance with adding a letter to POISE that will generate a more personal introduction letter to students with their advisor’s name and contact information. Students have also been sent emails by their assigned advisors introducing themselves as assignments are made in POISE and phone calls are being made including, voicemail messages notifying students who is calling and that an appointment is necessary for intake and/or upcoming period of advising and other needs as they arise. Coaches and mentors are also showing students how to locate their advisor information in MyHC just in case they did not review their email, set up voicemail or if their voicemail boxes were full. Instructors will make sure to share advising announcements with their students.</td>
</tr>
<tr>
<td><strong>Vaccine Clinic</strong></td>
<td>Dr. Sparks shared that we will continue to have clinics as needed. Yes, at the beginning of the Spring 2022 semester we will offer another vaccine clinic. We have no plans to offer incentives for individuals to get vaccinated. We will continue following CDC</td>
</tr>
</tbody>
</table>
guidelines when sharing information about who is eligible and who should receive a booster vaccine.

**COVID Protocols**
- Scanners, are they being used; students not being as cautious as they should be
- Dr. Sparks shared that nothing has changed. Students and employees are asked to self-assess before coming to campus. The thermal stations are for a temperature check that should be done upon arriving on campus. Discussed that as the surge goes down that people get comfortable thinking that things are better, then they become lax on following procedures. However, the rules/protocols for COVID are still there and we need to continue to follow them.

**Snacks**
- Could we have more healthy food options for student events
- Encourage health options
- Free food provided by the Baptist Student Ministry on Tuesdays is donated by community supporters who, partially because of COVID regulations, usually bring fast food options that they believe the majority of people would enjoy. When Student Life provides meals, we have a budget we need to follow, and unfortunately catered, “healthier” options are more expensive, which would not allow us to feed as many students. For the “Walking Taco Wednesday” event we did ask the caterer for additional lettuce so participants could make taco salads instead of just the nacho option, but unfortunately, they did not provide it as asked. We will try to provide more fruit and vegetable options moving forward.

**Ping Pong Table**
- Where are the paddles/balls for check-out
- Pam shared that they have been by the ping pong table, and another student mentioned they were in a side flap by the table.
- The ping pong table was stored because of COVID-19 precautions, but has just recently been put back out for use. There is a pouch that was on the far side of the table (hard to see when you walk in). It has been moved to the side that can be seen when entering the room. Additional balls were added. We may need to replace some paddles with damage.

**CURRICULUM/INSTRUCTION**

**RN Program**
- Not enough direction; program is not organized
- Example: one instructor grades one way; other instructor grades differently or tells the group something different
- Feel like they cannot report on a professor; some students do not have the courage to discuss concerns with a professor
- The Program Chair has discussed student concerns with faculty. All instructors follow a rubric for grading. Selected assignments are graded independently by one or more instructors to establish Inter-rater reliability on assignments. We will reemphasize to students that if they have questions about grades and processes to please ask the instructor or Program Chair and they will be happy to review grades and processes.
The program strives to provide the most relevant information from multiple instructors in a consistent manner.

- We appreciate the student’s patience as this has been an extremely difficult semester with numerous changes in the program related to faculty changes beyond our control. We continue to search for the most qualified faculty to fill our openings. A new adjunct instructor has been hired to help support the 1st year program students. We also recently extended an offer to another nurse educator to assist the program and we hope they will be able to begin in December. Students are encouraged to reach out to their instructors, other ADN faculty or program chair, ensuring that they follow the chain of command as outlined in the student handbook. Multiple methods of contact available including remind, email, phone and in-person.

- Dr. Sparks shared that we have procedures to follow, but want students to feel comfortable that they can talk with their professor if they have a concern; need to get the word out

<table>
<thead>
<tr>
<th>Zoom Classes</th>
<th>Distance Learning Class</th>
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<tbody>
<tr>
<td><strong>These classes are a good thing, but need more accountability; Professors do not have all students engage with a microphone/camera</strong></td>
<td><strong>This complaint pertains to room HGC 202 in Big Spring. We are working with our Visionality engineer to resolve the issue in 202. We’ve ordered a refurbished/used piece of equipment and had it shipped directly to Visionality for programming. They should receive it today, October 28. Visionality tells us that we should receive the refurbished and reprogrammed piece of equipment by November 3. If it works, the used equipment will resolve this complaint. We also have audio issues in HGC 204, but we are working with our IT department as we speak to resolve it asap. Before the semester began we asked the ITV</strong></td>
</tr>
<tr>
<td><strong>How do you know that the student is really attending class</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Instructors should be using Zoom as an alternative option for students during a time that would call for altered state of instruction. Howard College does have a best practice for Zoom instruction and it does include having student turn on their camera for zoom instruction. However, there are sometimes where an exception may be granted due to an extenuating circumstance. If Zoom is used as an instructional tool, we would like all to be active and engaged in the class.</strong></td>
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- Instructors should be using Zoom as an alternative option for students during a time that would call for altered state of instruction. Howard College does have a best practice for Zoom instruction and it does include having student turn on their camera for zoom instruction. However, there are sometimes where an exception may be granted due to an extenuating circumstance. If Zoom is used as an instructional tool, we would like all to be active and engaged in the class.
instructors to use Zoom as a backup should our equipment have issues during the semester.
- All ITV instructors work close with our ITV department to share concerns and try to troubleshoot problems that might arise. We will encourage instructors to try and communicate back up plans to their students in case of technology issues.

**LEADS Program**
- This program suffered this year because of COVID
- Something needs to be set in place to prepare better for this; feel students did not get full value

- Changes in programming and delivery for DREAMS Week were made last minute to adjust for the surge in COVID cases that were happening at the time. A student survey was completed at the conclusion of the DREAMS week and an additional student survey is completed at the end of each semester for the LEADS program. We have had our students attend all semester in-person, except when the campus went virtual for two weeks. We take the input of the surveys seriously and have already began to make plans for upcoming semesters with student input driving the changes.

**Safety and Security**
Dr. Sparks asked the question, do you feel you have a safe and secure environment? Response was everything is good. Dr. Sparks reminded students that as part of the college’s continuous quality improvement that there are suggestion boxes on each campus.

**HC Visioning**
Dr. Sparks explained that the college has gone through a substantive review of our vision, mission, values and goals. As we went through the process we reached out to employees, students and community leaders and were very pleased with the great responses received. The Howard College Board of Trustees approved the Vision statement, “We will be known for enriching the lives and futures of those we serve as a unique rural community college national model of success that includes a campus specializing in deaf education”. She noted that students are a part of that vision. The Howard College mission statement is in statute. From our values, which are “A family culture based on: Students, Community, Diversity, Unity, Excellence, Integrity, we create strategic goals and objectives. These goals and objectives are worked on throughout the year

Dr. Sparks closed with a thank you.
Dr. Sparks welcomed everyone, reviewed the ground rules, reviewed how issues are addressed, and began student and staff introductions. The student concerns are sent to the appropriate areas to be addressed and then presented to our students at the next President’s Student Round Table to be held in Spring 2022.

Nine students attended.

<table>
<thead>
<tr>
<th>STUDENT CONCERNS</th>
<th>Assigned Response</th>
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<tbody>
<tr>
<td><strong>SAFETY AND SECURITY</strong></td>
<td></td>
</tr>
<tr>
<td>Dr. Sparks asked the students if they felt safe on their prospective campus. There were no issues expressed from any campus.</td>
<td>No response required</td>
</tr>
<tr>
<td><strong>ONLINE LEARNING</strong></td>
<td></td>
</tr>
</tbody>
</table>
| Dr. Sparks asked students about their experiences with online learning, satisfaction, issues, etc. | Jenee’ Higgins  
|                                           | Lanna Hubbard  
|                                           | Kym Clark  
<p>|                                           | Danny Campbell |
| • Concerns were expressed over some faculty not responding in a timely manner. |                                       |
| • A student asked if it was possible to sync the Blackboard calendar with the instructional calendar. |                                       |
| • The majority preferred face-to-face instruction. |                                       |
| • When asked which courses worked best online, students indicated that courses like English and Introduction to Theater worked fine but that sciences did not work well online. |                                       |
| • When asked if the hybrid model worked well, one student indicated it helped in managing her appointments since she did not have to meet in person for every class. |                                       |
| • A student from SWCD said that captioning could be better. |                                       |
| <strong>Response:</strong>                           |                                       |
| • Faculty will be reminded of the importance of communicating with students in a timely manner. |                                       |
| • The college is seeking to hire a position that will assist with online course development, faculty training, etc. This position will teach and enforce best practices for online learning to help improve student satisfaction with and success in online courses. |                                       |
| • We will continue evaluating the closed captioning service to determine how improvements can be made. |                                       |
| <strong>STUDENT SERVICES</strong>                    |                                       |
| No concerns were expressed when asked about satisfaction with student services. | No response required                  |</p>
<table>
<thead>
<tr>
<th>LIBRARY SERVICES</th>
<th>No response required</th>
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<tbody>
<tr>
<td>No concerns were expressed. Students expressed satisfaction with available online resources and with the physical facilities and staff.</td>
<td></td>
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<thead>
<tr>
<th>TUTORING AND TESTING SERVICES</th>
<th>Monica Castro</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students responded with the following when asked about satisfaction with testing and tutoring:</td>
<td></td>
</tr>
<tr>
<td>• A student from Lamesa indicated they were not aware of tutoring services (communication and marketing of services is needed).</td>
<td></td>
</tr>
<tr>
<td>• A student indicated satisfaction with Upswing (online tutoring service).</td>
<td></td>
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</table>

**Response:** (Monica Castro, Lamesa) A flyer with tutoring information has been posted around campus. A remind will be sent out several times in the semester with tutoring information.

<table>
<thead>
<tr>
<th>STRATEGIC PLANNING</th>
<th>No response required</th>
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</thead>
<tbody>
<tr>
<td>Dr. Sparks informed students of the recent updates to HC’s vision, mission, values, and institutional goals which resulted from a series of meetings, surveys, etc. to get input from stakeholders (students, employees, community members, businesses, advisory committees, etc.) Students did not express concern about the changes.</td>
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