

**ATC LEADERSHIP COMMITTEE
MEETING MINUTES
June 5, 2009
9:00 A.M. – 2:00 P.M.**

Members:

**Eileen Booher, Lone Star College, Vice Chair
Irene Cravey, TSTC Marshall
Lindle Grigsby, Dallas CCCD
Franklin Higgins, Aldine ISD
Mark Kincaid, Pflugerville ISD
Sharyl Kincaid, Austin Tech Prep
David McAnally, Trinity Valley CC
Hector Rendon, San Benito CISD**

Guests:

**Bill Wilson, SFA ATC Office
Karen Batchelor, TEA
Vangie Israel-Stice, TEA
Marti Kennedy, THECB
Krista Guerrero, SFA ATC Office**

Staff:

**Bob Lucas—Gulf Coast Tech Prep
Erna Joy Dempsey—Lone Star College, ATC Maintenance
Kay Maignaud—Gulf Coast Tech Prep**

Purpose:

Responsibilities of the ATC Leadership Committee

The Advanced Technical Credit (ATC) Leadership Committee is charged with assisting in developing a formal mechanism for the continuous, systematic review and improvement of Advanced Technical Credit course alignments in subject areas for which alignments have previously been completed. The ATC Leadership Committee is also responsible for a process to address issues related to implementation of the ATC standard articulation agreement.

Members and guests introduced themselves.

Review of Minutes

The minutes from the previous meeting were reviewed. A motion was made and passed to accept the minutes.

Committee Discussion: ATC Issues

ATC Training Program Manager Position

The hiring committee meet and has selected and is processing the new person. The target date for hire is June 15th. She is an established trainer but will need a training period to learn the ATC grant and processes. This is a good time to hire a new person since the training is in transition.

End of Course Testing Subcommittee

Lindle Grigsby gave the report from this committee. Haven't started on doing the EOC's but has talked to various entities on the possibility of developing them. By doing an EOC it will test the outcomes needed for the course and allow the colleges to give the credit easily.

Procedures for creating the EOC would need to be established. The suggestion is to create an exam for the highest volume courses. Not all courses can be created at the same time. Establish goals for next year so that a timeline can be created for development. A visibility study may need to be done also. Pilot program for testing the EOC will need to be coordinated.

The colleges will accept credit from other colleges since they are SACS approved. A new program is the Texas Virtual School Network and it allows post-secondary schools to enroll to provide courses being included. There are academic and dual credit courses right now but could add career & technology courses.

The budget for the creating of the EOC's will be included in the grant request for next year. A survey will prove effective to see if the colleges will accept the credit if an EOC is created. It was suggested to use the ATC college listing showing those already accepting ATC credits to get the buy in from other colleges.

The subcommittee will do the majority of their meetings electronically to save on costs. There will need to be a way to show the credits earned by EOC on the transcripts. Karen Batchelor suggested the TREX system be used to allow additional information to be sent to colleges when the transcripts are sent. A suggestion was to tag the transcripts with a flag to indicate additional review may be needed by the college advisors.

Preliminary work should be face-to-face meetings with email follow-ups. The pilot courses should be 2 to 5 exams that span 1 to 3 cluster areas. These should incorporate the state skill standards and competencies. It could be beneficial to identify those colleges that have ATC Courses that are given online and use them as a starting point.

A question arose as to who would be responsible for the testing, repository for grades and online services. It was tabled until after the exams are created.

New TEKS Alignment Process Plans

A crosswalk from the TEA were compiled from the 1997 courses to the 2010 courses to help to see what courses have the potential for alignment. The courses were then reviewed to see what college courses may be included for the alignment.

It was proposed that the last ATC crosswalk be used as a starting point for course alignment during the summer. Erna Joy Dempsey will get with Duane Hiller, THECB, regarding a listing of colleges currently offering courses shown on the crosswalk.

Summer New Teacher ATC Trainings

The registration for the summer trainings at the Professional Development conferences seems to be lighter than normal. This is due in part to the extension for those currently approved. The trainings will happen at the summer conferences with the alignment meetings following the trainings. Next year there will need to be more local ATC trainings due to the change of the crosswalk and new courses in TEKS.

ATC Certificate Wording Concern

The wording on the Approval Certificate for ATC has caused some concern at the ISD level. It was suggested to add additional wording such as "must have SBEC certification

to teach the following ATC Statewide courses.” The wording will be worked on and a draft of it will be emailed to the committee for review and approval.

Training Changes for 2009-2010

SBEC takes about 2 years to update the certification information. Once TEKS is approved, the new teacher standards will be based on clusters. Once these changes take place, the approval standards will also need to be updated.

Verification of Teaching Positions

Release of Information

Document Requirements (Transcripts, Work Experience, Etc.)

Forms

Original transcripts are only requested now if there is a need for them. Once the new procedures are in place, transcripts will be collected from all participants in the program and scanned. A release form, on the request for training, will be signed by the teachers so that the transcripts can be released to the colleges as requested.

ATC Training Report

Since no trainings are happening at this time, no report is available. Summer conferences will have trainings. It was proposed that the deadline date be extended for the 2009-2010 year so that new teachers can receive the training. The suggested date was October 1st. A motion was made and passed to change the date to October 1, 2009 for training approvals for 2009-2010 school year.

TEA Update

All are in anticipation for the June 21st signing/vetoing of the bills before the Governor. There is a bill on the floor that all college credit (Dual Credit courses) do not have to be free. HB 3 addresses the TEKS/WECM alignments.

THECB Update

Marti Kennedy attended and gave a brief update. She indicated that the lease is up on the Coordinating Board and they will be moving. 3 areas around town are under consideration.

SFASU ATC Update

Since no trainings there are no forms to input. The office has been busy scanning in the information received. They have completed up to August 2007. This allows researching and the capability to forward requested information to be easily accessible. The budget for next year will allow an additional person be hired to help with the scanning of the information. The website will be changing. Quotes are being requested to completely revamp the current website. It is in a range of about \$50,000 for this process.

Proposed Future Meeting Date

The next meeting will be held on August 7, 2009 at the Hilton Airport Austin.

The meeting was adjourned.