



The Texas Common Course Numbering System 2021-2022 Committee Report

Committee Members:

Name	Title and College	Special Associations and Committee Designations
Dr. Kerry Schindler	VP Instruction, Hill College	TCCIA Representative; Committee Member
Hector Cerda	Coor. Enrollment Services, South Texas College	Committee Member
Shelly Bowman	Assistant Registrar	Chair Elect
John Spencer	District Registrar & Director Acad. Support Services, TCCCD	Database Manager and Committee Member
Kristin McDonald-Willey	Director of Admissions and Registrar, AC	Committee Chair
Kate Richardson	Registrar, NCTC	Committee Member
Dr. Ashley Spicer-Runnels	Asst. VP Academic Affairs, TAMU-San Antonio	TCCAO Representative, Committee Member
Pam Wright	Asst. Director Admissions, TAMU-Commerce	Committee Member
Rebecca Leslie	THECB ACGM Contact	THECB Rep.; Committee Member
Committee Support:		
<ul style="list-style-type: none"> • Karen Weisbrodt, UT Austin: UT Austin Technical Contact • Justin Schilke, Sr. Associate Registrar Rice university: VP-IT TACRAO 		

Committee Meeting Summary:

The committee discussed some items and worked on some tasks via email follow-up and/or Google sheets edits, but the meeting summary information is below.

Meeting	Summary of Topics Covered	Annual Accomplishments
11-9-21 (Annual Conference)	<ul style="list-style-type: none"> • Discuss TCCNS analytics data • Recap of committee structure • Discussed what would be helpful to new members • Discussed future meetings/annual goals 	<ul style="list-style-type: none"> • Committee regroup • Approved the TCCNS Membership Criteria and added info. to Web • TAMU-San Antonio and Rice Approved for The TCCNS Membership (21-22 Year) • Chair created shared Google docs with all committee info. to track annual work and status
1-10-22	<ul style="list-style-type: none"> • Discussed different institutional purposes/goals • Planned survey • Discussed “next steps” committee plan 	<ul style="list-style-type: none"> • Created the TCCNS purpose and goals info. and added to Web • Created, edited, tested survey to send to TCCNS database contacts to determine <ol style="list-style-type: none"> 1) Their role related to the TCCNS 2) Who uses the TCCNS database at their school, 3) Their viewpoint of the TCCNS, 4) How they would improve the TCCNS (UT Austin sent out Qualtrics survey for committee).
6-30-22	<ul style="list-style-type: none"> • Discussed survey results and next plans • Discussed TACRAO Presentation 	
10-27-22	<ul style="list-style-type: none"> • Discussed committee work • Walked through and made final edits to TACRAO presentation 	<ul style="list-style-type: none"> • Created communication timeline for TACRAO and HS counselors • Finalized TACRAO presentation
To view “Annual Accomplishments” supporting data, please contact Committee Chair for report that includes addendum items (kmw@actx.edu) and/or request to view Committee Google Drive Docs.		



Committee 22-23 Plans and Goals:

- **Identify Non-Responsive Institutional Contacts:** Committee did reach out to non-responsive schools, but some schools have still not updated their 22-23 inventory.
(A large issue we identified is just getting schools to maintain consistent contact information and update the inventory)
- **Communication with Other Entities:**
 - **Created Counselor Communication:** We will create some informative information.
 - **Finalize Communication Plan:** We will need to discuss if entities outside of TACRAO and counselors need to receive information (TACTE/TACAC/other groups currently undecided).
- **Technical Issues:**
 - **Survey:** If we complete future surveys, we will need to use own survey tool. UT Austin tool was proprietary per Karen Weisbrodt so it was difficult to navigate the testing and viewing since only Karen had access.
 - **Password Reset:** We at least need password reset for current members to eliminate need for manual updates. If we can fix other manual issues, that would be great too (e.g. roll over not possible for schools when the catalog year live)
 - **Tracking:** We had tracking issues last year with inability to see items like last login date.
 - **Core Courses:** Information such as core courses lives in the database, but it does not display on the viewer screen. How can we fix this so it displays?
 - **Display for Schools Without ACGM Info.:** Is there a way to display a special message for schools who do participate in supporting the TCCNS, but do not have lower-level course alignment. For example, some health science schools may support/use the TCCNS and want to be an “active school”, but they don’t currently have any gen. ed. courses that align with the TCCNS. Could we instead display a message to say they are an active school, but to contact them to discuss transfer?