May 23, 2011

Dear President/Chief Instructional Officer:

We would like to begin by thanking you for having your institution respond to the survey on employer satisfaction requested by the Texas Higher Education Coordinating Board (Coordinating Board) and the Texas Workforce Investment Council (Council) in February. The goal of the original survey was to identify promising practices in evaluating employer satisfaction with graduates from community colleges and the manner in which survey results are used to improve institutional and student performance.

After receiving the results of the survey, Coordinating Board and Council staff reviewed all responses and identified nine institutions which indicated strong practices in these areas. Your institution was one of the nine selected to submit a formal summary for review and consideration as a statewide best practice. The additional information will allow us to provide a more thorough analysis of the specific steps taken by your institution. For your reference, we have included the original response provided by your institution. The questionnaire is also attached and would need to be filled out and submitted to jspittman@governor.state.tx.us by June 10, 2011.

After receipt of the summaries, Coordinating Board and Council staff will review the submissions and identify those institutions which will be recognized formally by the Council and the Coordinating Board, and will be given the opportunity to present their best practice.

We would like to congratulate you on being among the nine institutions selected for further consideration and encourage you to submit a summary. We believe that the efforts being made at your institution are valuable and can serve as a model for other institutions.

Should you have any questions, please feel free to contact MacGregor Stephenson at macgregor.stephenson@theceb.state.tx.us or 512-427-6523.

Sincerely,

Lee Rector
Deputy Director
Texas Workforce Investment Council

MacGregor M. Stephenson
Assistant Commissioner
Texas Higher Education
Coordinating Board