

MINUTES

Mendocino College Academic Senate

Thursday, November 10, 2011

12:30pm-1:30pm, Room #1060

- Call to Order** John Koetzner called the meeting to order at 12:33pm.
- Present** Steve Hixenbaugh, Leslie Saxon West, Doug Browe, Rachel Donham, Reid Edelman, Jason Edington, Jessica Crofoot, Tammy Cartwright
- Guests** Alan West (*left at 12:40pm*); Meredith Randall (*arrived at 1:15pm*)
- Agenda Approval** **M/S/C** (*Edington/Donham*) to approve the agenda of November 10, 2011. Senate agreed to move item #1 from New Business (*Changing date for W on transcripts to Census Day*) to last item of agenda..
Vote: Unanimous
- Approval of Minutes** **M/S/C** (*Edington/Crofoot*) to approve the minutes of October 27, 2011 with correction.
Vote: 8 in favor; 1 abstention (Koetzner) for not being able to attend the meeting due to State Academic Senate Fall Plenary.
- Public Comment**
1. Alan West asked that the Point Arena project be placed on a future Senate agenda. BIPC (*Bond Implementation Planning Committee*) has just completed ranking unfunded Measure W projects (1 to 6), with Point Arena receiving the lowest priority ranking of a 6.
 2. Alan West also requested that the college portal be placed on the agenda for future discussion. Currently, only college administrators have access to post a college announcement on the portal.
 3. Leslie Saxon West commented how appreciative she was of John's communications throughout fall plenary to keep faculty advised and his strong and professional representation of Mendocino College. She acknowledged what a huge amount of work and responsibility this is. Thank you, John.
- Committee Reports**
1. MPFA (*Mendocino College Part Time Faculty Association*)
Jessica Crofoot advised nothing new to report.
- President's Report**
- John submitted a written report as follows:
Academic Senate Area B Meeting – October 21, 2011
Thirty-seven people attended the Area B meeting at Santa Rosa Junior College. The areas of discussion were the following:
- Student Success Task Force**
The RP Group is doing data based on feedback to the Student Success Task Force. We need to go online and respond to it so that we have an impact on it.
- There are archives of meetings that took place with Michele Pilati last week. We should go online and listen to the meetings.

According to Jane Patton, Chancellor Scott wanted a couple of things in the recommendations:

- Common assessment
- eTranscript
- Alignment (K-12 & CCC, as well as within CCC through SB1440)

The college faculty unions (CCA) have come out with a response to the Student Success Task Force.

Jane Patton was asked if much of it is “fait accompli” and she answered “Yes.”

Web site to visit: <http://studentsuccess.ideascale.com> to comment on the task force. Give feedback - - suggestions, not just complaints, even edits to paragraphs. We need to show that we are involved and have better ideas to offer. To see the direct report (which was sent out in a previous Senate agenda packet and is on the portal), you can go to this page at the Chancellor’s Office:
<http://californiacommunitycolleges.cccco.edu/PolicyInAction/StudentSuccessTaskForce.aspx>

The Student Success Task Force meets next on November 9th - - comment before then.

ASCCC Foundation

Beth Smith (V.P. At the state level) talked about the ASCCC Foundation - - it got a grant from the Gates Foundation - - they will use the money to support funding part-time faculty to attend plenary, etc.

Beth Smith - - also talked about the recent AB 684 bill that was passed - - veterans’ stuff, foster children, etc.

Miscellaneous

We need to work with students who have dropped out of classes with a “W” because after three attempts, the college will not get apportionment even for classes attempted in the past. (The college will not get paid after three attempts with the exception for hardships.)

Fall 2011 Plenary Resolutions

We reviewed the resolutions being prepared for fall plenary so far, had some amendments introduced, and a few new resolutions presented. Additionally, the other areas will be submitting other amendments and resolutions that will come forward in the final packet next week (during the week of October 24th) and should be voted on by our local senates to give direction to delegates to plenary. (John forwarded the proposed resolutions to all faculty as part of the last Senate agenda packet).

Some new areas include a rapid response to state or federal initiatives that affect community colleges, a resolution specially aimed at repeatability of physical education courses, opposition to cuts to Carl Perkins funding, and numerous amendments to resolved clauses.

Update on BIPC

John gave a verbal report as follows:

Six main core projects remaining to be funded by Measure W funds were ranked by the BIPC Committee as follows:

1. Willits Center
2. Student Center/Cafeteria – Lowery Building
3. Allied Health – Nursing Program Facility
4. Modernizing Vocational Facilities – AGR
5. Datatel Project
6. Point Arena Field Station

Some other informational points made were:

- All projects have a 5% reserve (example: Library/Learning Center reserve is \$500,000.) Future projects may be able to be funded on reserve balances.
- Department of State Architecture (DSA) has already approved the Student Center remodel.
- Cost estimates have changed. Lake and Willits Center bids are coming in higher.
- All bond funds have to be encumbered by August 2014.

Senate VP Report

Steve Hixenbaugh reported that PBC has conducted ongoing Friday planning retreats this semester. A new proposed mission statement was considered along with reviewing vision, strategic goals, activities and action plan. No budget news has been discussed.

EAP is reviewing Program Reviews and the forwarding these to PBC.

John added that the Educational Master Plan and Facilities Plan should be at the center of everything and should drive the planning and budgeting.

Old Business

1. Student Make-up Testing (continued discussion)

Steve Hixenbaugh reported that he plans to schedule another meeting with Virginia Guleff to discuss this issue. At this time, there is no readily available solution. Faculty donating time for a proctoring pool was the most feasible solution but this would not be considered a flex activity. Contract language has to be changed if a compromise is reached involving a non-faculty test proctor, which will involve talking to the union.

New Business

1. Changing Date for “W” on Transcripts to Census Day

Meridith Randall distributed the following memo dated November 10, 2011 addressed to Academic Senate regarding “Change in the Start Date for Receiving a “W”

This memo provides information for discussion among faculty about changing the date when a W grade attaches from 30% of a semester (or course length) to 20%. Currently, students in full-semester courses have until the end of the 4th week of instruction to drop the course and receive NO grade notation on their transcripts. Changing to 20% would mean that they would receive a W grade if they drop on Census Day or later (two full weeks into the semester).

The advantage to the district would be that we can count those students for apportionment; if we leave the starting W date as it is currently, we would have to “delete” all the students who remain in a class after Census Day, but drop before the end of the week. This not only would create additional work for staff, but would result in losing an unknown amount of FTES next year when we cannot afford to lose any. The other advantages are that the students would become more responsible and motivated in their choices, as well as commit to a class earlier (see below), and the

refund date and W date will be identical (meaning less confusion for students about not getting a W but also not getting a refund). Finally, a faculty member would know by the end of the 2nd week who is committed to the class (although students can continue to drop with W notations for many weeks).

The disadvantages are that a student loses the opportunity to “try out” a class for up to 4 weeks before making a final decision, although he would still have the opportunity to delay a decision for 2 weeks. As we know, some students do not even enroll in a class until the end of the first week or even the second week with instructor permission. If a student does withdraw in the third or fourth week, she would now receive a W, which counts towards an enrollment (starting in Summer 2012) and leaves her with only two more enrollments for that class. A W grade notation also has an effect on being eligible for Financial Aid, which generally requires that a student complete 67% of all units attempted in a semester.

Ideally, if we decide to make this change, we would have it in place by summer so as not to lose apportionment. Thanks.

Text from Chancellor’s Office memo on this subject:

As previously noted, on July 1, 2011, the Board of Governors adopted regulations that limit apportionment for enrollment in a single credit course to three enrollments, with specific exemptions. For purposes of enrollment limits, title 5, section 58161 indicates that an “enrollment occurs when a student receives [emphasis added] an evaluative or nonevaluative symbol pursuant to section 55023.” Considering the definition of what constitutes an enrollment, it has been determined that the apportionment eligibility for certain credit course enrollments has been eliminated. Specifically, under the new apportionment limit for enrollment in credit courses, students that are determined to be actively enrolled as of the census point for purposes of claiming apportionment in Weekly or Daily Census courses, but that end up dropping the course prior to the point where they would be assigned a “W” withdrawal (typically between the 20 and 30 percent point of the course for colleges that start their withdrawal with a “W” period and 30 percent point of the term), will no longer be eligible to be claimed for apportionment because there would be no notation (“W” or other) recorded for those particular student per title 5, section 55024(a)(3). Credit courses on the positive attendance accounting procedure would be similarly affected. In other words, districts will not longer be able to claim FTES for students who were not in the class long enough to require them to be assigned an evaluative or nonevaluative symbol.

Thus, to mitigate the potential apportionment impact from this type of course drops, the district may wish to review its deadlines for “W” withdrawals as permitted by title 5, section 55024(a)(3). Unrelated to this regulation change, several colleges have already established a period of time shorter than the first four weeks or 30 percent of a term, during which no notation will be made. From an academic and student success perspective, we believe that starting the withdrawal period at an earlier date in the term will encourage students to commit to a course much sooner and thus, increase the potential for successful completion. For students who decide that dropping a course is their only option, an earlier decision may actually permit wait-listed students to take

their place in the class. This change is consistent with the overall goal of increasing student success.

Discussion: Beginning in Summer 2012, we have to “back out” and not receive apportionment for any student enrolled in a class on census date but drops out before the withdraw date. Currently, we get compensated for “W’s.” Meridith is recommending that we move the withdraw date up (from 30% to 20% of term) so we have the financial advantage. She advised that every faculty member present at the last Enrollment Management Committee meeting was in favor of doing this.

It was the consensus of Senate that if it was not a huge financial impact on the college, to wait a year and not change the “W” date to allow students more flexibility and more chance for success. Meridith was asked if this data was available. She will ask Charlie Duffy for data on how many students this would affect to determine the financial consequences. Faculty need to discuss this issue further.

2. Plenary update and passed resolution for Fall 2011

(Notes from different sessions of plenary John attended included as part of the Academic Senate packet.)

Important resolutions discussed included the limit of repeatability, leveling courses as alternative to repeatability, limitations on withdraws (maximum 3), SB1140 (Degree Transfer) and SB 1143 (Student Success Bill) and Student Success Task Force.

3. Updates on Goals and Objectives

John asked members to be prepared to give updates at the next meeting on Dec. 1.

Future Agenda Items

1. Pt. Arena – Bond Project (Alan West)
2. Portal announcement page
3. Update from Enrollment Management Committee

Adjournment:

Meeting adjourned at 1:25pm.

Academic Senate Membership 2010-11

John Koetzner – President

Steve Hixenbaugh – Vice-President

Leslie Saxon West – Past President

Doug Browe

Rachel Donham

Reid Edelman

Jason Edington

Jessica Crofoot – MPFA

Tammy Cartwright - MPFA