

Spring 2018 Meeting

Edmonds Community College

Wednesday, April 18, 2018

- 12:00 Brown Bag lunch and informal orientation for new members
- 1:00 Introductions and ice breaker
- 1:30 Common Process Workshop: discussion from those who attended the workshops offered since winter meeting. Sharing of Lucid charts developed. Enrollment and Program/Plan Stack, Building Degrees and Certificates
- Non-credit courses in PS – can't lead to degrees.
 - ABE, etc., has to be in regular admissions/reg process; can't be part of Continuing Ed
 - Start pulling back permissions and access for admissions/creating SIDs
 - Cindy volunteered to SBCTC staff to shadow. There are specific problems for tech colleges that need to be addressed and haven't been yet.
 - What happens when legacy goes away? Legacy repository? Push to WSSSC again – questions about transcripts. Can't let this piece drop. Issues of work load and cost, among others.
- 3:00 Break
- 3:15 Open discussion:
What's happening on your campus
Questions you've been "dying to ask"
Guided pathways/meta majors - coding?
- Panel discussion/best practices: include faculty, need leadership to drive (project manager); not a linear process so it's difficult; need understanding of data; clean slate/new ideas – may not be completely new; pain points show where more staffing needed – a lot falls on SS; details matter – communications, deadlines, who's doing what and when, lead time
 - Tech colleges: common core – issues with start times, prereqs, student numbers for specific programs, etc. – logistics & details; changing current committee structure to support GP committees rather than additional meetings; conference call with tech college in WI for tips – communications, keep committees diverse (not siloed), etc.; coding can be a problem with common core, especially when students change degrees within a certain area; EPCs are not as important as CIP; PS will have impact on how we change programs for students; no CIP code for 'meta-major'; FA must be included in discussions about meta-majors – students can be badly impacted, especially with loans;
 - CRMs: Starfish/Civitas/other??
 - 3rd party software/platforms with GP and PS: anything that changes timeline, etc., with PS must go through new governance board; SBCTC will not investigate or approve; single product/global for any add-ons
 - Placement 360 – Cindy saw no difference in grades between Directed Self Placement with no prereqs and testing; Janet is working on it and including ACT/SAT scores and overall gpa/specific class gpa – in progress; Karl – multiple measures, not specifically Placement 360 – transparency to students ('eligibility for Eng 101') – student may not know what that means - all staff in various areas must know what diff scores mean; Patrick – Placement 360, spreadsheet on how to enter into testing screen, consistency – using GRCC's as a template, Denise may share on listserv
- 4:15 Question Box

1. Annual reg – only GH; mandatory advising – students have separate PIN for first qtr, get global PIN after meeting with faculty advisor and setting plan; 75% of students were registering earlier than they would have in old system
2. How many drops for non-payment? About 3x, 60-250, cleanup in third week, bulk hold removal at South after notifying owners of hold (culture change), dropping 5x in quarter – wanting to move to 2x (one before the quarter and one at end of 4th week); enrolled = registered and paid in FTE counts for state; payment plan counts as paid, Business Office does drops at some colleges
3. How many colleges require students to apply or request CTE credits to be transcribed? 12
4. Consumer info - how are disseminating? Accessible but not needed to send out (website), diff parts need to be disseminated differently, GH audit will provide more information which will be shared to listserv; email to all students in database with consumer info annually
5. Work Study access to SMS? More than view only? Most yes to both
6. Sharing data back to k-12 partners, ie., HS students back to HS counselors? Directory yes, others yes with agreements, directory info in regard to acceptance letter for HS program, let student provide letter to HS counselor
7. Autoconfer? 9: 5 already doing it, 4 looking at it. Do we need a work group?

4:30 Depart for hotel check-in

6:00 Dinner for those who would like to go as a group

Thursday, April 19, 2018

8:00 Continental breakfast provided by ARC

8:30 ARC member introductions and updates from colleges

Oct 24-26 Yakima

Jan 23-25

Apr 24-26

Question box

1. Julie Anderson, Pierce, retired after 47 years. Card for all to sign.
2. GPA for grad – 2.0 overall or for each course for most colleges, some individual programs higher
3. Office of concurrent dual enrollment with one director? Emphasis on outreach changing – legislative changes, most not centralized, some looking at changes – money and political issues, reporting, etc.
4. When does registration end and late registration begin? Some schools end open registration the first day or day before qtr starts, then late add with signatures; Varies at each college (BC charges \$144 per class late add which goes to general fund), GP may affect these practices.

9:00 Welcome from Edmonds -

Saovra (Sy) Ear

9:15 WSSSC report

Saovra (Sy) Ear

- ctcLink is main topic
- application recommendations to president's group
- house bill re:criminal info
- SSB 5100 – financial literacy – 1/3 developing own program, 1/3 using SALT, 1/3 using CCMC product; SALT will start charging again in about a year; burden should not fall completely on FA – vps discussing; ready-set-grad may fulfill financial literacy requirement
- Ask WSSSC about legacy transcripts; we want ownership. This was pushed to WSSSC's Spring meeting due to time constraints in Winter

- Suggest registrars are included in any working group on the subject
- cc Ruben with any concerns to take to WSSSC
- Get volunteers for work group
- define business requirements – may help with commissions
- SBCTC doesn't have staffing to be responsible for old transcripts; campuses own them; how long do we have access to legacy after go-live?; issues- old debts/holds, unofficials
- Volunteers for Work Group: Chantel Black (Spokane CC), Chris Melton (ShCC), Chris Russ (EdCC), Diane Coleman(South), Karl Smith (EvCC), Janet Garza (CBC), Sindie Howland (Spokane Falls)
- Parking lot items from CPW
- Scope – legacy transcripts when requested by student

9:45 Break

10:00 Professional Development – Cognitive Errors in Hiring Yvonne Terrell-Powell

12:00 Lunch provided by ARC

1:00 SBCTC Coding Update Lou Sager

- Data Alerts – IBEST: old coding through Spring, begin new coding Summer
- Legacy needs to only change team-taught, no longer coding stand-alones (FTE impacts for some schools)
- PS – 3 codes
- Early Achievers Grant – UA code (E!) for legacy and student group for PS; starts in Summer
- Contact Lou if manual not clear; updates to manuals

1:30 SBCTC IT Update – Legacy Ray Gartner

- Ray Gartner is replacing Juanita Morgan.
- CM3008, IS1038 – no longer in use – to be marked as disabled – let Ray know if someone's using them for something.
- Z999 on SM700A – used in SM4015 then carries back to SM700A and creates a skeleton record without proper data; going to create a stop that will show Z999 as invalid and prevent the record; will need to clean up data; Juanita sent to listserv in April for permission to delete, may send again
- Job Scheduling – creating edits to prevent job fails
- BioDemo and other cleanup will start again once we get into the conversion process; error log reports are still under Ray; probably will start again soon, perhaps once a quarter
- Contact Ray with problems, questions re: Legacy support

2:00 ctLink Project Update

Joe Carl

- PDF slides will be sent out
- ctLink Summit at end of March re: implementation; activities re: upcoming events
- WACTC is now governing body since Cyber left – causing delays
- Readiness assessment in progress now; see slide for proposed deployments
- Global design review – 2 weeks of cross pillar topics for issues that affect all 34; ex: when courses show in schedule, updating bio/demo conversion/merge; May 14-25; central site plus satellite sites with project support; see slides for topics and roles
- Governance Framework – see slides

3:00 Break

3:15 SBCTC Update

Ruben Flores

- SBCTC Update - Ruben Flores
 - 2% raise in July 1
 - 2% raise in January
 - RS FTE Reimbursement
 - Will get rise in reimbursement; 6000 to 8000 range next year
 - Don't have to do legislative mandated items
 - Legislators will want to know what they're going to get for the additional money we'll be getting even though this is still less FTE than we get for a general student
 - Need to be prepared to be tracking if you're not already
 - Homelessness on campuses
 - 3 - 4 bills about how these to help these students (eg. free housing)
 - Bills that passed
 - Gold star waiver (72)
 - Now get \$500 stipend from SBCTC for the year
 - Will be allotted to each 72 student and prorated by enrollment
 - Goes into effect Fall 2018
 - There will be new coding
 - SBCTC will house funds and our business offices will request
 - It's until the money is gone...
 - Will owe back if withdrawal
 - Emotional Support Animals
 - New legislative bill
 - Authorities can ask three questions
 - Residency Changes re: DACA - HB 2822
 - If you've had DACA, expired or not is now continuous
 - Moved the Opportunity Scholarship more into our area
 - New coding to come
 - New loan notification is going to be coming out
 - Emails can no longer be sent out with student personal information unless they have a certain level of encryption
 - SBCTC is building a portal a student can go to access this information
 - Financial literacy
 - Not a FA issue, but a student services issue
 - OAA Workgroup
 - Reconvening for RFP recommendations
 - Smarter Balance Update
 - OSPI wants to have a system to allow us to login to access scores
 - OSPI wants to know what information do we require to have access for SBAC?
 - Ruben will send the question to listserv to compile answers to share with Bill
 - What course info would we need?
 - What type of student info would we need to find a student?
 - Anticipated this would be a view screen for us
 - Added sophomore year
- Vet's Services Council creating non-profit organization to represent vets; participation encouraged; specific funds for training certifying officials
- Any communications coming from councils to commissions should be copied to Ruben and vice versa.

Scott

- SBCTC is seeing lots of tickets; duplicate SIDs are a problem(CE to regular?); a code freeze is approaching, so there may be delays
- Transcript issues – see slides – moving from legacy into ps; takes 3-4 days processing for a transcript to go from Green River to Tacoma; proposed new timeline is 1-2 days; should change SG103R run time to between 8pm-12am; may have to look at job process times at receiving colleges between cc's in Legacy

Question box

1. How are you becoming complaint with Gen Data Protection Regulation? GH has data group
2. Grade forgiveness – about half of the campuses have some form of Grade Forgiveness
3. Different registration periods for different groups? Most colleges say yes.

3:45 AP credits (by Zoom/phone)

Joyce Hammer

- Grid for AP (3/4 score)
 - have to use the exact grid or can make own at each campus
 - 3 = credit for elective, 4 or higher gets a Common Course Number course at one campus but not another; needs to be standardized by us rather than be legislated; ENG is a good example – problems at BIs, etc.
 - ATC is looking at and clarifying language – the minimum is for awarding credits, but scores should stay the same as listed on the grid;
 - Carlos will attend ATC to clarify the ENG AP questions
 - ATC has a process to involve faculty groups to revise AP scores.

4:30 Question box

6:00 Dinner for those who would like to go as a group

Friday, April 20, 2018

8:00 Continental breakfast provided by ARC

9:00 Enrollment Reporting

Autumn Yoke

Q&A about enrollment reporting

- Autumn is seeing high credit loads for basic ed; are add/drop policies not being adhered to?

****Send written copy to Autumn of campus add/drop policy; SBCTC will help enforce but not direct add/drop policy; if no official policy, formulate procedures and practices**

- Practices and procedures should be hardened across all areas that have access in order to standardize and eliminate problems, monitor persistence, account for credit amounts vs class hours
- May be coding problems – sequential, continuous?
- Persistence = attendance hrs; attendance hrs for WABERS or for credits
- Messaging to students is very important
- How do we account for credits for students who've stopped attending – adjust credits, drop, V, grade?
- High credit report – HS21 could show high credits because of competency; CHS could also have an affect; it could be a combination of vocational and HS credits
- Repeat Rule – thrust is about funding, not necessarily performance; REPORTING more than 3x at state funded; we should be talking to instruction about repeated courses and how to clarify and prevent; enforcement of state repeat policy might wait until go-live
- Internal auditor is starting to investigate basic ed waivers for compliance; year-long waiver with periodic assessment of student for progress; guidelines and recommendations are needed by campuses – powerpoint available, Autumn will send.

- Autumn is willing to visit campuses and give presentations to various stakeholders regarding coding, policies, etc.

10:00 Break

10:15 Council Updates – Wednesday pm

- ICRC – DTA in Nursing may be revised; reverse articulation approved, dual credit – on websites; JTC talking about DTAs and BIs, reverse articulation for DTAs only, WASAC reviewing DTAs; ACPL problems – ACPL is restricted elective according to BIs, lots of confusion around types of ACPL; WA 45 being reviewed; some BIs will take American Sign Language as a Foreign Language, some won't; reverse transfer law in progress, supported by AACRAO; Central and Eastern revising GURs
- FAC – Dept of Ed update; financial literacy – ECLC being looked at; see Ruben's report and take info back to campus re: upcoming changes; SB5022 – loan disclosure, cyber security, portal, etc.; campus audits (Title 4) – important to cross-pollinate with other councils/groups (CPWs and council meetings)
- BAR – meets next week
- ACC – next month
- DSSC – future meeting
- ATC – next month, Carlos will represent ARC
- WAACRAO – first Wednesday and Thursday in Aug
 - Wednesday will be Residency
 - Thursday will be WAACRAO
 - Presenters needed
 - Location - Central Washington Univ

10:30 Business meeting

- Minutes from previous meetings - approved
- 2018/19 meetings – dates and locations – Centralia for Spring?, Shoreline for Winter? Yakima for Fall (*Update: Shoreline can't host for Winter meeting*)
- ITV option for meetings – bad experience for remote participants, sound issues; VPs/WSSSC should be providing funding for attendance at ARC
- Evaluators and Testing conferences – part of WAACRAO? Possibly run at the same time as residency, in combo with Testing? At least two sessions will be for evaluators this summer at WAACRAO; For Fall – talk to evaluators and see what else is needed and have a round table discussion for further possibilities; Kelli will connect with Rose regarding presentations for evaluators at WAACRAO
- Officer elections
- Treasure – Pauline Marvin – unanimous
- President elect – Karl Smith – unanimous
- Treasurer's Report - \$4982.84 after Winter, increased registration fee minus catering fee = a few hundred more after Spring

11:30 Question Box

1. How do you enforce mandatory advising? Hold PIN – advisor releases; UA code, removed by advisor or entry; at admissions plus one at 45 credits; paper registrations for first quarter; PS – service indicator which blocks registration
2. Preferred Name – online, in IBC, some in Canvas and IBC, some only in one or the other; GR has separate webpage that explains what it is and what it does; PS – students enter own and changes on roster and in canvas; updating forms?; ShCC – request has to go through registrar and she notifies various areas; notified students through CRM; run report periodically to check names for inappropriate entries; for conversion – legal name from HR and Finance takes precedent; comments in SM4015 won't convert to PS



3. Max # of crs without signature – 18 -26, prof-tech higher than 30
4. Dual credit – transcribing, etc. – consortium, some doing all of it; check agreements with HS – transcribe on request
5. Degree audit vs pen and paper – most use a combo of both; notes function helpful to give instruction to student
6. RS admissions – HS GPA for admissions –shouldn't be using; do you require RS to meet diff GPA standard – no, must use same rules for RS as general population; Dropped RS for low GPA, allowed to re-enroll and pay out of pocket – should be same rules as general population if dismissed from RS
7. Registration dates based on special populations – running jobs to set dates? UA codes – yes, PS uses student groups
8. Are schools looking at NextGen Accuplacer? Many yes – need to update prereqs; Renton looking at DSP.

12:00 Adjourn meeting – 11:13