

Winter 2018 Minutes

Peninsula College J-47 in the Pirate Union Building

Wednesday, January 24, 2018

WSAC Residency & Other Updates Gail Wooten

See powerpoint and other documents

Domicile – 2 step process; establish vs maintain; balance weight of documents & reasons for any missing pieces (ie., cost) to determine if that missing piece is relevant (individual circumstances)

1079 vs DACA, Bezos & Asylees – scholarships to certain schools

PRUCOL or green card students: current advice allows them to establish domicile before applying for PRUCOL or green card as long as the previous status allows them to establish a domicile. (NOT BCDFJM visas; undocumented - yes); otherwise use app date to start the calendar count

Residency Webinar, 2/15, 1-2pm Domicile

New Choice Act – Gail's slide has details

Proposed changes to align with FAFSA and clarify for students/parents/staff:

- Automatically independent: foster/ward of court, emancipated minor, all parents deceased, vet or active military, students with legal dependents, homeless or at risk of homelessness

- Independent unless claimed on taxes or getting significant financial assistance: 24+ by 12/31, grad or prof student, married or in registered domestic partnership

Add 18-24 yo back in

- Significant financial assistance: more than 49% of student 'living expenses', student meeting 51% or more of own 'living expenses'

- living expenses: total housing expenses + college tuition and fees; on campus – room and board as set by institution; off campus – rent or mortgage plus costs associated with housing as determined by institution (insurance, utilities, property taxes and/or other)

- Portability: school can grant residency based on previous residency but is not required to. (proposed; if required would need time constraints when transferring between schools) (what documentation would be required? Tuition statement? School needs to decide)

Handout for feedback

Dual credit updates (proposed)

- college credit for IB of 4, increase RS and CHS to 9th and 10th graders, requires school to inform
- ABDT change (5 crs to general)
- PREN and Comp Sci will be looked at next

Send feedback to Gail. See handout. Presentation will be sent to listserv.

ctcLink Update Scott Copeland

Finance has been accepted and we are now moving forward to next round. Next round is SBCTC and 1 college (timeline not set for that yet, perhaps March 2019). First Link colleges will be updated to 9.2. Proposed that every 6 months 6-8 colleges will go live. Must go back to global solutions and processes.

OAA – accessibility issues (colors) Need letter from ARC regarding needed updates/upgrades, asap. Include multilingual, colors, other? Copy Scott Copeland.

Moving transcripts – ARC needs to add to letter a minimum of 6 years of transcripts mandatory across the board for all campuses.

What to do with old transcripts, older than 6 years, after conversion? Will still be an option to access locally? Need to bring to attention of WSSSC because campuses are required to keep old transcripts but won't have a way to do that.

Permissions for FERPA – student choice, self service – common directory info required to make this possible. Global setting.

Other permissions for parents – could also be set up as student self service (Parents could see various things, such as tuition owed, etc.) Scott will research and see if this can be turned on now. Would be global.

Anything that is turned on in the platform can be turned on in the app.

Question Box

1. Documentation required for former student returning who now is a student? About 50% would require documentation if it affected residency, otherwise not.
2. Can punitive action be configured to block transcript but allow registration? Yes, 7.
3. Commencement – are there restrictions about who is allowed to walk? Most allow people to walk, minimal or no restrictions.

4. Best practice – late grades, non-attendance. Various answers. Some limit faculty drops for non-attend to 100 % refund period. E-forms, multiple email reminders, dean/evpi involvement for late grades.
5. How to make up distribution credits from semester schools? ICRC guidelines are not specific but are being revised. Various answers.
6. Do you require documentation to change gender? No. DL enough or court docs? N/A New gender of X as of Jan. 1, 2018. (PS adjustment?) Needs to match FAFSA!
7. What coding should be used if student requests neutral? SMS blank, PS other
8. Are faculty allowed to see schedules of students they don't advise? No. Rosters of classes they don't teach? No.
9. What schools with a 'one-stop shop' are happy with their set-up. BC – ES and FA together, ShCC, GH, Queue-less at South, some include Advising and some don't, Skype service for remote campus trial at South.
10. How are RS transcripts being sent to hs? Spreadsheet, ET, etc.

Thursday, January 25, 2018

Welcome from Peninsula College

Dr. Luke Robbins

Prof Dev Dr. Helen Garrett Slides sent to listserv; permission to share

I. Job vs Life

“Take Time for Your Life” Self-care as top priority, continuous, time management vs self management re: priorities. Obstacles: not selfish to take care of self first, schedule should reflect priorities, need supportive community, adrenalin should not be your main source of fuel, need downtime, money Identity vs job title, can't do it all – lower your expectations, slow down and enjoy your food, take care of the physical you

II. Madness to Mindfulness

FERPA Dr. Helen Garrett Handout, slides sent to listserv; permission to share

3 basics – right to inspect and review, right to amend, etc.

CTE/Dual Credit Kathy Goebel



Changes to Tech Prep – Slide deck

TechPrep Work Group last Spring included 5 ctcs and hs of various sizes

-New branding to CTE Dual Credit (Career & Technical Education) fulfill grad requirements and allow students to earn college credits, comparable to RS and CHS credits

-SERS (Statewide Enrollment Reporting System) being refreshed, security protocols needed to be updated, separate security models for staff/faculty and students; accessibility also needed to be updated

Live demo – looks different but functions pretty much the same; no policy changes

New SERS won't be used until the next academic year, meeting in Spring for CTE directors

Denise – are we required to use SERS? To be discussed at Spring meeting because can't be tracked if not all in SERS.

Els – old course numbers? Spring meeting – all articulations need to be updated, as well as info on websites.

Possible that new funding coming (Perkins) that is tied to CTE being tied to prof/tech programs

SBCTC IT Update Juanita Morgan

Preferred name does go to Canvas in a field called "short name".

Test Score upload – in progress, desktop icon, piloted at Centralia now, documentation being rewritten, should be released within a couple of weeks

Changes to NSC – id program codes used for students not in a program for a degree, can now be recognized by NSC as non-degree seeking.

SMS screen documentation – working on it

Web Admissions – update being worked on, first generation students automatically get UA code in SMS (F!). If you use a different code, let Juanita know to change yours.

ET - Data file + print file, only change the print file if we want SSN removed from transcripts. Business meeting decision, to be discussed tomorrow

Council/Commission Liaison Reports

ICRC – nothing

FAC – was appended to WAFA meeting, mostly ctcLink topics

BAR – meeting now

ACC – meeting now

DSSC – meeting now

ATC – meeting now

IC – no one

WaACRAO – first week in August, take survey, will be held at a private 4-year, if you want to present, let Kathie know

Scott – new Baccalaureate Council for BAS programs – upper division certificates were approved at the BC with approval from IC. Bellevue is offering these now. FA eligible? Need to go through approval process on campus.

Scott - BAS tuition adjustment – proposal to charge only upper division tuition even if taking a mix; may all be moved to State Support

Question Box

1. How do you handle transfer credits for BAS entering students? Do you add to transcript so FA can see that they have the 90 crs? Case by case at present – South, RTC – notation on transcript, even if new student (create transcript), Centralia – excel spreadsheet
2. Residency requirements for BAS (transfer students)? Most say not an issue because they will have to do enough credits in the BAS program to meet residency.
3. How do you note FERPA blocks? UA code, note in address field (PS issues) opt out as well as no-release
4. How many have switched to nextgen of Accuplacer? Most. 12/31/18 end of life of current Accuplacer. What else are you using besides nextgen? Directed self-placement, alex for math and DSP for English; some schools use a combo of DSP with accuplacer
5. Test score screen being used for placement – will it be useable in ctcLink? (HS alg, etc., without a score) No. Use milestones. Each school will have test id with multiple components for scores. Create crosswalk with scores and placement. Start using raw scores now. Crosswalk for “placements”. Then line items for each in ps.
6. AP credits - based on when the student took the exam or using current rubric? All current.
7. 68 Athletic waiver? Various answers.
8. SMS indicators if a course meets diversity requirement? Course title, SD3001
9. Using new guidelines for awarding Academic credit for prior learning? Everyone.
10. Priority enrollment for SSD? Lots

11. Out of state ID – trigger residency? Some yes, some no.
12. State-wide practice re letter vs decimal grades? No. Faculty decision.
13. Notify/warn for late payments? Most. Calculate refunds? Cashiering. Notify about to be dropped? Most.
14. ICRC – DTA – 2.0 GPA. How handled in PS? Various answers. Most don't include transfer credits in graduation GPA.

Thursday, January 25, 2018

Upcoming Workshops – Ann will send list

Common Process Workshop – Cielito Lane

Set Beginning of Term

Maps from Workshops are in Canvas, as well as QRGs and other references. Login and look.

Need global decision re: when schedule displays for student (class search) separate from the class search in the self-serve center; year schedule? If we go with a year schedule, there are options to hide courses or leave blank if not built. (Enrollment is not global.) Go back and talk to VPs for decision.

Need FA or student financials at Feb 14-16 workshop – Program Plan Stack

SBCTC Enrollment Policy Analyst Autumn Yoke

Willing to come to campuses to meet or present regarding enrollment reporting, clarifying roles in reporting, accuracy of enrollment reporting, will tailor to your campus

Strategic Enrollment Task Force has been convened. Jim Minkler and Suzanne Johnson. Commission representatives on task force. Two year task force. Goals and strategies will be implemented in Fall quarter 2018.

College level and system level strategies re: equity, under-represented populations, competition with BIs, k-12 partnerships, on-boarding and retention, completion rates, etc.

Dashboard from OSPI available soon to show for your feeder areas (hs grads info)

Apply to enroll survey – issues: competitive programs, king county vs more remote schools, 'practice applications', application fee or not, etc.

Autumn looks for accuracy and consistency as well as compliance.

Basic skills CIP coding – see email from Jim – receive additional money so need to be accurate; State workgroup decision was made to treat these courses like all other courses on campus (approvals, rigor, taught by instructor with appropriate credentials, syllabus, etc.)
See Ch. 5.30.10

Review criteria for state-funded classes: Ch 5.30.10

Mismanagement of ‘bucket classes’: hs competencies as well as credits, state-funded. If students are completing more than 25 credits per quarter, Autumn will be examining.

PLA – concerns regarding assessments and criteria, transcribed vs reported to state

Basic Ed waiver concerns – used by student with documented financial need. State shouldn't be paying for students; foundation can; must have conversation with student and document by signing waiver

Add/Drop policies: inconsistencies, particularly with basic ed students; need to have conversation with the Basic Ed students; policy re: drops needs to be consistent across campus

Tech hs students have own code for dev ed, should not be coded the same as other students FPS.

PS will find everything that is done wrong.

SBCTC Update Scott Copeland for Ruben Flores

Report sent today

New Guided Pathways-Student Success manager (See report)

FA – state need grant, waivers – general discharge under honorable conditions may be added to waiver (proposed, not passed), DACA and 1079 all aligned, state need grant as entitlement rather than first come first served (proposed); bill to allow ctcs to have a police dept rather than a security dept (proposed); bill to allow vets to carry on campus proposed (concealed carry already allowed); retention strategies on radar; 4 yrs added to open ed resource; more dual credit; IB 4 (see previous note); growing number of colleges not accepting AP, fewer students taking SAT – may be changes to PL.; k-12 may be moving toward more apprenticeships – partnerships with ctcs?

Ruben has experience with FA and PS conversion – good resource if needed

Presentation to Juanita Morgan

Business Meeting 10:40

Propose – Fall and Spring meeting minutes out to listserv to approve

SSN on legacy transcript – proposed by Mike, second Kathie – remove from printed official will remain on ET; will match PS transcripts – no SSN on PS (full DOB on PS); campus decision if want to block SSN from old transcripts; motion carried. Notify Student Services Commission to protect student identity; Anne will notify WSSSC.

Motion – legacy printed transcript to have whole DOB, Janet second. Year was previously removed to avoid discrimination. Is it global in PS? Local? ET will contain both SSN and DOB. Two digits for birth year. 15 pro, opposed 3, abstain 3. Motion passed. Anne to inform WSSSC.

Implementation of preferred name – add to admissions app – see conversation with Ruby Hayden

WSSSC Ruby Hayden by phone

Add preferred name to admissions application – include request with others to WSSSC

Conventions or consistency conversation? GR – student initiated change, same with most colleges, some campuses don't give access to staff for that screen; can we change it to "preferred first name"?, modify own website – (Juanita can send instructions on how to change); BC getting lots of variation – most first names, about half multiple names; some email and comments; does it have to be first name? Ruby will report back to taskforce that flexibility is desired.

WSSSC meets next week. Ruby will send an email out to ARC listserv; policy update, student success center leaders on Thurs.

Joyce – cell and other number for texting (rather than day/eve) would also need statement or checkbox that "opts in" unless checked (ie., don't enter your cell unless you agree want to receive texts); HP wouldn't change, web app could change easily, checkbox won't add to HP – best to use the "if cell entered" format

Web app pulls last year attended rather than grad year into HP, problems with SBAC scores and other data, GHC does manual cleanup. Can this be changed? Need workgroup to discuss (Janet - chair, Chris Melton, Karen, Karl Ritter, Jared Sorber, Scott Copeland) – will bring issues to ARC in Spring to then move forward to WSSSC

DSSC has already sent letter, we can't confirm if they want to co-sign with ARC, not clear if both groups are requesting an RFP

Ruby will check with WSSSC to see if we need upper approval for budget changes to ARC

Get Jared's list of issues to take to WSSSC – What happens with non-converted transcripts from HP; updating PS admissions app for access, multiple languages, modern look and feel; common directory info for FERPA; data conversion timelines for ctcLink (transcripts) 2/3/6 yrs; X gender for HP; removing SSN and adding full DOB (6 digits) for legacy transcripts; when is class search available in PS (1 year? Need to talk to instruction); adding preferred name to admissions application in both PS and HP;



changing phone number titles in legacy (cell and other) and allowing opt-in by entering cell with statement; raised fees by \$10/per meeting to cover accommodations and professional development

Resume Business Meeting

Treasurer's Report – after fall \$5267.82, about the same after Winter fees/bills; Need to consider potential costs for prof dev and accommodations for future meetings

Catering costs are increasing Winter 17 \$1900 +, Winter 18 \$2200+

Increasing the registration fee is probably cheaper than the per diem

Motion by Chris - \$5 increase plus two continental

Motion by Mike - \$10 increase and two continental breakfasts, Kathie seconded. 18 yes, opposed 1, abstain 8. Motion passed. Forward to Ruby to see if OK. And for time to start.

Business meeting adjourned 11:55 am

Question Box

1. Transcript paper – no more group orders
2. Dependent military ID - do you require orders? Several do, no one just takes military id card

Gift to Pauline

Drawing – Jerad Sorber

Meeting adjourned



ARC TREASURER'S REPORT
Winter 2018

May 18, 2018

Date	Check #	Description	Revenue/Expenditure
		Starting Balance	\$5267.82
01/11/18	2042	Peninsula College Catering Deposit	-\$1,374.40
01/25/18	2143	Joan Kammerzell – Retiree Plaque	-\$62.99
01/25/18	2144	Peninsula College Catering Balance	-\$637.31
01/26/18	2145	Janet Garza – Host Gift and Raffle	-\$61.42
01/26/18	2146	Anne White – Presenter Hotel and Retiree Gift	-\$173.05
02/06/18		Winter Registration Fees – Eventbrite	\$1125.00
02/12/18	2147	Helen Garrett – Presenter Travel	-\$149.83
various		Winter Registration Fees	\$1080.00
		Reconcile Business Account (\$5.00/month for last 12 months)	-\$60.00
		Ending Balance	\$4953.82

Respectfully submitted,

Heidi Dearborn

South Puget Sound Community College

ARC Treasurer 2017-2018