

Los Rios District Matriculation & Student Success Committee

Monday, November 21, 2016

District Office Main Board Room

2:30pm-4:30pm

Agenda

Members Attending: **Judy Mays** (Chair), **Sue Lorimer** (Administrative Liaison), **Deb Luff** (VPSS Representative -SCC), **Kate Jaques** (VPSS Representative – FLC), **Salena Mamuyac** (Assessment Rep), **Jessica Nelson** (Counseling Rep – ARC), **Tera Diggs-Reynolds** (Non-Counseling Faculty/Local Co-Chair – ARC), **John Hess** (Non-Counseling Faculty/Local Co-Chair – ARC), **Christine Thomas** (Matriculation Coordinator – ARC), **Jerome Lahey** (Classified Matriculation Rep – ARC), **Kathy Degn** (Non-Counseling Faculty/Local Chair – CRC), **Tadael Emiru** (Matriculation Coordinator – CRC), **Richard Andrews** (Classified Matriculation Rep – CRC), **Mark Garrett** (Counseling Rep – FLC), **Shania Pence** (FLC – Student representative), **Leila Stone** (Counseling Rep – SCC), **Karen Tercho** (Non-Counseling Faculty/Local Chair rep – SCC), **Molly Springer** (Matriculation Coordinator – SCC), **Irina Marsant** (Classified Matriculation Rep – SCC).

Members Not in Attendance: **Victoria Rosario** (Administrative Liaison), **Camile Moreno** (Non-Counseling Faculty Rep – CRC), **Melanie Dixon** (Matriculation Coordinator – FLC), **Howell Ellerman** (Non-Counseling Faculty Rep – FLC).

- I. **Call to order** – The meeting was called to order by Judy Mays at 2:34pm
- II. **Approval of agenda** – There was one addition to the agenda. Jessica Nelson requested that “Searching for classes by GE category” be added to the agenda.
- III. **Approval of minutes for October 17, 2016** – There was one addition to the minutes. Sue Lorimer suggested that the minutes reflect that there was no administrator report. The minutes were approved as amended.
- IV. **Public comments** - None
- V. **Introductions** – Three new members were in attendance and introduced: Molly Springer (SCC), Karen Tercho (SCC) and Shania Pence (FLC Student Representative).
- VI. **Administrator’s report** – Sue Lorimer reported that the District would soon be going live with Canvas, the new learning management system for Los Rios. Sue also provided an overview of the compensation package negotiated with the Los Rios College Federation of Teachers to compensate faculty for professional development training and for their time in transitioning existing courses to Canvas. Sue also informed the Committee that Victoria Rosario would be meeting with a group in the spring semester to update the District wide orientation before moving it into Canvas.

At the request of Jessica Nelson, Sue also provided an update on the status of Highpoint. According to Sue the District has contracted with Highpoint to ensure that Los Rios students receiving federal financial aid are enrolled in courses applicable to their stated goal. Sue explained that this is a requirement of the federal government and the verification of courses enrolled for spring 2017 will commence on Monday, November 28, 2016. Students found to be enrolled in courses not related to their stated goal will receive an email and directed to counselors at their respective campuses for assistance.

VII. Chair’s report

- a. **Update on status of R-3412 at District Academic Senate** – Revisions to the Committee charge and composition (R-3412) were approved as presented at the October 18th meeting of the District Academic Senate. Sue Lorimer also added that the regulation will now be vetted by several District governance groups, Student Services Deans and Vice Presidents, Vice Presidents of Instruction and Student Services, and the student government presidents before moving on to the Chancellor’s Cabinet.
- b. **Update on recommendation to DAS to convene the District Reading Competency Committee** – DAS accepted the Committee’s recommendation. District Reading Competency Committee met on November 18, 2016 and adopted Accuplacer as the new District wide reading competency exam. Jerome Lahey added that all students will still have three attempts to meet competency through examination (initial placement assessment, plus two attempts to meet competency) and all campuses were in agreement on a minimum score of 82 to meet competency.

VIII. **Action items** – There were no actions items.

IX. **Discussion items**

- a. **Email message to students regarding Incomplete grades** – This item was postponed. Judy will follow-up with Victoria Rosario.
- b. **Probation & Dismissal Practices – reports on campus level review of matrix of current practices and other ideas** – It was agreed to postpone this item until Victoria Rosario can provide further information and direction.
- c. **Dual Enrollment and issues impacting student success support programs and services (i.e. assessment, counseling, probation status, etc.)** – Sue Lorimer provided a draft copy of the Dual Enrollment Regulation (R-2218) proposed by the Dual Enrollment Task Force. Sue explained that there is an interest in keeping Advanced Education in its current form to accommodate individual students wanting to take classes on our campuses. Likewise, there is an interest in having separate guidelines to help an entire cohort of students who wish to enroll in a single course or program, often CTE. It was noted that the draft regulation does not make any mention of students being required to attend any type of orientation. Services that college students are entitled to such as bus passes, health center, library services, etc. are also still being addressed. Sue clarified that dual enrolled classes can take place on either the high school campus or at a college, although the District is thinking about doing many classes on the high school campus.

A detailed Memorandum of Understanding (MOU) is in draft form and currently being vetted. The MOU spells out that high school faculty members teaching college courses must meet LRCCD minimum qualifications. There is still some question as to whether school districts will be willing to work with the guidelines as stipulated in the MOU.

Committee members were directed to take the proposed Dual Enrollment regulation to their local Matriculation & Student Success Committees for feedback and input that should then be shared with their local Academic Senate or other campus representative serving on the Dual Enrollment Task Force.

- d. **Priority .75 Registration for Athletes – What is the take rate?** – Postponed. Sue is still waiting for data from District IT.

- e. **Lack of student access to eServices between 11:30pm and 7:00am** – Karen Tercho requested that this item be placed on the agenda after complaints from students that they are not able to access their educational plan, enroll in classes or do other things on eServices after 11:30pm when the system shuts down. According to Sue, District IT is aware of the concern. Sue will investigate whether there is a way to decrease this window of time and still run the necessary reports and updates to the system.
 - f. **Searching for courses by GE category in PeopleSoft** – Jessica Nelson made a request to have a feature built into PeopleSoft that would allow students to search for classes by general education area. Jessica feels this tool would be very beneficial in light of the new Highpoint course applicability requirements imposed on students. Sue will take this interest forward to District IT.
- X. **Next meeting:** December 12, 2016 (finals week) in District Board Room – Because there were no pressing issues of concern, there was consensus by Committee members present to cancel the meeting scheduled for December 12th. The next meeting will be held on January 23, 2017.
- XI. **Adjournment** – The meeting was adjourned at 4:37pm.

Respectfully Submitted by:

Judy Mays