

Enrollment Management Committee

Meeting Minutes

Wednesday, May 18, 2011

3:00 – 5:00 pm

Room 746

Present: Kevin O'Rorke, Sheree Whaley, Melinda Kashuba, Toby Bodeen, Cathe Ledford, Teal Macmillan, Lorelei Hartzler, Morris Rodrigue, Craig Thompson, Daniel Valdivia

Guest: Connie Barton

Approval of Minutes from 4/16/11 – Cathe moved to accept the minutes as presented. Craig seconded, all approved.

Standing Reports:

Student Success – No report.

Student Services – Will be covered in discussion/action items.

IT – No report

Discussion/Action Items:

New Financial Aid Processes – Connie Barton shared some of the upcoming changes to financial aid, which will become effective July 1, 2011. The new standard is called Satisfactory Academic Progress (SAP), and the new minimum academic standards are:

- **GPA Based** – Financial Aid will follow a “graduated” SAP policy which makes an allowance for freshman students of 29 units or less (all prior coursework included) of a 1.8 GPA provided their GPA is 2.0 by 30 units or sophomore standing. If at 30 units the GPA is less than 2.0 the student will receive a WARNING. At 30 units or higher students must maintain a minimum grade point average (GPA) per semester and cumulative GPA of 2.0.
- **Pace** - All coursework completed will be included in the evaluation of Units Attempted versus Units Completed. This includes 'W' (withdraw), 'NP' (no pass), 'IP' (in progress), 'RD' (report delayed), 'FW' (failure with withdraw), 'I' (incomplete) and 'F' (failure) grades. An 'F' (failure) grade may be repeated and funded one time. Units Completed will be divided by the number of Units Attempted. When the percentage of units attempted versus units completed is 67% or above the students have met the requirements for PACE. Less than 67% completed is considered not making PACE. PACE will be evaluated at the end of each semester. All semesters will be included in the calculation of SAP even periods of non-funding including summer semesters. All coursework completed at prior institutions will be included.
- **Quantitative** - The maximum number of units a student can be awarded financial aid towards their academic goal is 150% of their stated program of study. Time-related SAP will be

determined by major. All units from prior institutions will be included in the unit count. If it has been determined that a student can't mathematically finish their program of study within the allotted time frame (150%) they will become ineligible for Financial Aid. It is recommended that students meet with Academic Counselors to periodically review that they are on track to complete their field of study in a timely manner. It is suggested when the student has completed 67% towards their stated major they review their academic standing with a counselor to correct any deficiencies in their coursework prior to using all their financial aid funding.

The first time students do not meet these requirements, they will be placed on **warning** status. They will only be eligible for one additional semester of funding. During that semester, it will be possible to clear the **warning** status by successfully completing the semester with SAP. If they do not complete the semester satisfactorily, they will lose funding. The terminology is changing – if students don't meet SAP, they get a **warning** – after that, they are **ineligible**. They will get one opportunity to appeal (they will not receive funding for the semester of their appeal). The appeal process dates will be October 15 and March 15. The Financial Aid staff has started reviewing their older files - evaluating progress, pace, etc. – and have found some students who no longer qualify based on these new criteria. Students will have to be on track for what they want to do. Funding will go for 1 certificate and 1 degree. Students have to declare a goal – they will not be funded without one. Morris asked if we had an idea about the number of students impacted so far. Lorelei wasn't sure, but emphasized that one of the positive changes is that with the new regulations, students have the opportunity to get off of warning status, whereas before they might be stuck on probation status indefinitely. Kevin asked how the Financial Aid office is confirming where the students went previously – Lorelei responded that they wait for the transcripts. Morris asked if there is some process in place to check if students had attended elsewhere and track this. The Financial Aid Office has access to a database that tells them if students have attended other schools, and will check each student. Toby asked about the "W" process – funding for a course that has been repeated due to a "W". Under the new regulations, a course can be funded one time. Morris asked about students that have sat out – can they reapply for FA. Connie responded that no – there will be no second chances. Craig remarked that this places more pressure and emphasis on counselors since students will have to focus on a field of study. Kevin asked if there was anything the Financial Aid office wanted to present during orientations. Connie replied that the staff was available, and that would probably be a good idea. With Pell grants, they will have to meet the income and asset ceiling every year. Craig also asked – what is the timeline for the processing of a Financial Aid file for next year. Connie explained that they are in the process of going to a paperless process (IT is working on getting the award letter link on the website), and Lorelei said they are finding this process much faster to go through. Craig mentioned that with athletic recruitment, they sometimes lose students due to the Financial Aid wait times. Connie is hopeful that these current changes, as well as some in the works for next year, will result in a much improved wait time. Kevin thanked Connie for coming.

Government Relations State and Federal Update - Kevin discussed the Government Relations State and Federal Update, and some of the bills that relate to enrollment:

- AB 743 Common Assessment

- AB 1056 Electronic Transcripts (we are currently doing this with Chico)
- AB 160 Concurrent Enrollment in Secondary School & Community College
- AB 288 Student Expulsion
- AB 649 Veteran's Enrollment

Region One Critical Concerns Meeting - Morris recently attended the Region I meeting, and briefly discussed some of the highlights. He explained that there is a Student Success Committee statewide, which is discussing various issues. They are really starting to tie funding to measurements of success. There will be some things coming out of this at the end of the summer that will be interesting. Some of the more controversial concerns included Matriculation standards as well as Fee and FA change proposals. Craig asked what the 50% law modifications/flexibility (number 7 on the handout) meant. Kevin explained that it referred to the idea that 50% of all funding must go for direct student involvement. Morris felt that this impacted urban area colleges more. Kevin reiterated that we need to have the committee bring this information back to their departments, and bring back any discussion items to the committee.

Round Robin – Update on various areas -

- **Cathe** – They canceled the nurse's aid class for the summer. This will have a big impact on many students. She also shared that CNAs will typically get jobs right away, but RNs are somewhat underemployed right after graduation.
- **Joan** explained that Family Studies will be moving over to the Physical Education division, and they're looking forward to the change. They have made a great effort to encourage their students to attend Student Success Workshops. There has been a great response, but students wished they had known about this earlier in their college career. Toby doesn't know how to broadcast it enough. It is also mentioned in orientation. Morris replied that instructors drive it the most.
- **Sheree** remarked that the Admissions & Records staff has been involved with My Shasta workshops. They are currently holding Freshman Fast Track registrations and New and Returning Student registration will begin next week. So far it is going smoothly. They have 2 new staff members, both of whom have been a wonderful addition to the staff. They have been meeting with IT about CCC Apply. The Degree Audit program is going really well and they are close to having that done. Sheree is very proud of her staff.
- **Craig** shared that the division is welcoming some new departments, and the area is expanding. They have lost their summer programs and have gone through EWD, which will be offering an extensive summer camp program for youth. Athletic departments statewide are taking a proactive approach to budget cutting. They will be limiting the football traveling team to 55 people (limit to 1 bus) in order to save funds. Some schools have begun dropping sports, but have run into legal issues related to Title IX and women's sports.
- **Lorelei** – highly recommends that students go on their My Shasta account and track their financial aid progress on there – starting now. The Financial Aid Office has been updating their website, and the new SAP is on the website as of today. They will also have dates/timelines on the website, as well as the Loan exit process. Hopefully this will speed up their processing time.

- **Melinda** shared that tonight at 5:30 GIS students will be making their final student presentations. Shasta College is one of only 500 schools in the country that have a GIS program. The department has been awarded a grant from The National Science Foundation, which has funded internships, etc. Melinda shared a concern regarding certificate and specialized courses, many of which won't have a huge enrollment, but are an important opportunity for the community. Kevin agreed that this is an important charge for our committee. Kevin shared that it will probably get worse before it gets better.
- **Teal** commented that the Social Sciences department has been cut down to the bone. They have gone from 12 full-time instructors to 7 since she has been here, and there is nothing more to cut. There is very little budget for materials. She shared some good news - Heather Wylie is heading up the textbook committee, and someone in community has left \$1.5 million to college, which will go to the textbook committee.
- **Toby** reminded everyone that Lois Cushnie is retiring next week, and that on Wednesday, 5/25 from 2:00 – 4:00 there will be a reception for her in the Board Room. She shared the wonderful news that one of our EOPS students has received the Jack Kent Cooke scholarship this year. This scholarship provides funding of up to \$30,000 per year, depending on need. It is the first time a Shasta College student has received this award! The student has been admitted to UC Berkeley. EOPS recently had their award ceremony, with over 300 in attendance. This is a good motivator for students. They are hoping to post a video of the event on their website.
- **Daniel** will be taking over as the Transfer Center Director with Lois Cushnie's retirement. He is hoping to get more information about the transfer center out to faculty and staff, and is always hoping to have more transfer students! The Puente program has been going well, and he is hoping to get more students for next year. In general there have been some issues caused by the reduction of summer classes, resulting in the need for students to have their edplans revised, etc.

The meeting was adjourned at 4:15. Our next meeting will be in the Fall semester!