**Council for Student Affairs**

**October 10 – 12, 2012**

Meeting Minutes

Steering Committee – Oct. 10, 2012

**CSA/CIA Joint Meeting**

**Thursday, Oct. 11**

**Welcome**

Dr. Ken Ross, VP of Academic and Student Affairs, Polk State College

Chair, Council of Instructional Affairs

Ms. Sharon P. Jefferson, VP for Student Affairs, Tallahassee Community College, Chair, Council of Student Affairs

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**Participant Introductions**

**Opening Remarks**

Dr. Anne Cooper, Senior Vice President of Academic and Student Affairs, St. Petersburg College

**Update from the Division of Florida Colleges**

Julie Alexander, Vice Chancellor of Academic and Student Affairs, Division of Florida Colleges.

Abbey Cunningham, Coordinator of Baccalaureates and Common Prerequisites

**Dual Enrollment**

HB 7059. Clarified issues for public schools but has led to a great deal of activity by our institutions and public schools.

Our colleges are generating new rules to constrain or limit capacity. Need to have fair application for public, private, and home education students. If you limit number of courses, need to limit for all dual enrollment students. Need to defend decision to lmit enrollment and what data were used to arrive at the decision.

New statutory requirements are not currently reflected in web template for articulation agreement submission system. Need to submit 2012-2013 articulation agreement to the Division Office.

Document stressors to our institutions regarding complying with dual enrollment requirements.

Access to instructional materials are the responsibility of school districts. Lab books, manuals, etc. School districts are copmplaining loudly about the cost of instructional materials.

Home education umbrella schools and their roles in dual enrollment. Potential issues related to high school diploma verification.

Home education students and PERT. Have plan in place in the institution’s articulation agreement. Demonstrate readiness for placement beyond introductory level courses.

**Developmental Education**

Legislative interest in developmental education. Challenges expected.

What is developmental education and who is it for. Not a barrier, but an opportunity for students to be successful. Division needs assistance in describing this population better for legislators. Fuller picture. Where they are on the continuum. Varying needs of students in subpopulations. Institutions will be called on to share information prior to session. Talk about our students and needs of almost ready students, acceleration mechanisms, Need of students at lowest level of PERT. Need to subdivide population and differ our approaches. Back up with data.

Course restructuring, modularization. We have been very engaged in increasing student success in developmental education. We have not been status quo.

Need to look at PERT data and data on our developmental education initiatives. What evidence to do we have in our institutions.

Augmenting placement decisions with HSGPA. Recent findings by the Community College Research Center. Julie will forward some research articles.

The Division is planning the Developmental Education Summit to be held on Tuesday, October 30, 2012, at the Tarpon Springs Campus of St. Petersburg College. Confirmed national presenters include: Thomas Bailey (Common College Research Center), Uri Treisman (Charles A. Dana Center), Bruce Vandal (Complete College America), Lara Courturier (Jobs for the Future – JFF) and Michael Collins (JFF).

Local flexibility with cut scores, particularly for students who are within a few points.

**PERT**

At about 1 million administrations. Comparisons of scores for students testing at high school and college settings.

Julie has conducted initial data analysis comparing the PERT and CPT performance data. The PERT is performing well. She will send out an email with her analysis.

**Baccalaureate Programs**

Currently, 22 colleges are approved to offer 147 baccalaureate programs. Lake-Sumter Community College was granted approval to offer its first baccalaureate program in March 2012.

To encourage consistency in the reporting of baccalaureate transitional students and ensure accuracy in reporting enrollment numbers, a new definition has been adopted for transitional students and will appear in the CCTCMIS Student Data Base.

**Rule Revision**

6A-10.033, Postsecondary Credit Definitions

o Revise rule title to Postsecondary Instructional Unit Definitions.

o Remove career credit references and replace with clock hours.

o Revise preparatory credit terminology to developmental credit.

o Update developmental education competencies reference to Rule 6A-10.0319, F.A.C.

o Add institutional credit definition.

6A-14.030, Instruction and Awards in Community Colleges

o Revise references to community colleges to Florida College System institutions.

o Add bachelor’s degree definition.

Align credit terminology with the terminology that appears in Rule 6A-10.033, F.A.C.

o Add clarifying language to maintain consistency throughout the rule.

NEW 6A-14.0433, Military Service (Enclosure)

o Create language related to college credit for military training and education courses

o Create language related to priority course registration

NEW Safety in Courses

o Create language per s. 1006.65(1), F.S.

6A-14.092, Textbook Affordability

o Delete language related to Textbook Affordability Workgroup (which completed its work in 2009)

Add language related to local policy on textbook affordability

NEW 6A-10.0401 Gold Standard Career Pathways Articulation Agreement

o Lists articulation agreements

6A-10.0311, *Assessment of Student Attainment of College-Level Communication and Computation Skills*, is on the October 9th State Board of Education agenda for repeal.

**Legislative Update**

Developmental education

Dual enrollment

Distance learning

Performance funding

Division Surveys

-Program addition and termination. Shows responsiveness to local and regional communities and employers.

-Specialized accreditation

**Completion**

Project Win-Win. Looking at students who came close to completing. Reaching out. Awarding degree upon completion of final credit hours. Wrapping up statewide pilot. Information sharing to come soon.

Complete College America. Sharing data with this national project for comparison purposes. Cohort success measures. 9% success rate for Florida. Included all students who completed an associate’s degree in three years. Chancellor’s office disputing accuracy of measure being used. Not an accurate measure based on our student populations.

Strategic Plan Completion Goal. Stepping Up was approved this week.

Carrie Henderson was our representative in this process.

Defining measures of success and accountability going forward.

Hefty completion target in the new plan.

Credit When It’s Due Grant. Identifying students who transferred to SUS prior to associate’s degree. Evaluating credit and retroactively awarding the associate’s degree by the Florida College System institution.

**High School Validation**. Federal requirement to have policy and procedure in place to validate HS diploma if you have reason to doubt its validity. Homeschool hubs are targeted in this effort and other perceived HS diploma mills. Policy recommended by FACRAO, Florida Association of Collegiate Registrars and Admissions Officers to all our institutions. CSA has affirmed that effort. It is a recommendation to the institutions. But each institution has to adopt its own policy and procedure in place.

Clock Hours, Financial Aid, Technical Credit

Definitive guidance from federal DOE on how to report.

The *Guidelines for Florida Residency for Tuition Purposes* are being revised to update changes in statutory references.

Florida is one of ten states participating in the Core to College initiative to promote collaboration between colleges and K-12 around the implementation of the Common Core State Standards.

2+2 and AS programs

Foreign Language and SUS admission regulations. 2 courses vs 8 credits. Mismatch between requirement. Not transfer friendly. Legislative intervention of BOG initiative.

General Education conversations are

**D F Transfer (continue discussion from June)**

Presenter: Tim Wise, VP for Student Affairs, College of Central Florida

Report was shared with COP last year. Intent was informational. Intent was not to dictate to colleges so that they adopt state-wide. Disparate practices within our group of institutions. COP has asked CIA/CSA/COPA (since there are financial aid implications) to tackle this issue for the state and come back with analysis and possible recommendations.

Issue of equity for native students. Unintended consequences (for native students, increased incentive to transfer).

**Florida Virtual Campus Update**

Burton H. (Burt) Harres, Jr., Ph.D., Vice President of Instruction and Provost, West Campus, Pasco-Hernando Community College

Timothy G. (Tim) Wise, Ph.D., Vice President for Student Affairs, College of Central Florida

Evenly balanced board comprised of VPSA and VPAA from SUS and FCS institutions.

On July 1, 2012, four organizations with long histories of service to Florida's public colleges and universities came together to form an exciting new academic support organization: the Florida Virtual Campus (FLVC).

[Section 1006.73, Florida Statutes](http://laws.flrules.org/2012/134), establishes the Florida Virtual Campus to provide access to online student and library support services, and to serve as a statewide resource and clearinghouse for technology-based public postsecondary education distance learning courses and degree programs. FLVC's services to the students, faculties, and staff of the state's public colleges and universities include:

Support for Florida's ever-growing population of distance learners and institutions offering online courses and degrees.

Online academic advising services to help students identify the requirements of their chosen degree.

A variety of tools used by staff at college and university libraries to provide services to their students and faculties.

Online access to the library holdings of all Florida public colleges and universities, including electronic resources such as full-text journals, databases, and eBooks.

Support and training for college and university students and staff using the services of FLVC.

For more information about the former organizations and the services that they bring to FLVC, visit the links to their legacy sites below. These sites will temporarily remain active during this transitional period as FLVC works to expand its online resources.

[College Center for Library Automation](http://www.cclaflorida.org/)

Florida Center for Advising and Academic Support

[Florida Center for Library Automation](http://fclaweb.fcla.edu/)

[Florida Distance Learning Consortium](http://www.fldlc.org/)

**AS/AAS Issue**

Presenter: Kevin Brown

All AAS will be off the books fall 2013. Converted to AS programs. 5 year teach out.

Credentials and faculty/staff

Purging AAS from our institutions

Math requirements in AAS degree and if liberal arts math could be used to meet requirement

Credit transfer conversations continue.

Document reviewed by COP and SACS

What is next?

CIA workgroup to continue to update document.

**General Education Task Force Update**

Presenter: Judy Bilsky

Update on steering committee and their work on faculty selection process and timeline for their work.

Suggestions for faculty conversations that should take place at our own institutions. Gather information from the faculty at our campuses and share feedback with Judy.

Each institution will have to submit a substantive change to SACS. There is thought of developing a template for the benefit of institutions and SACS.

**CSA Meeting**

Welcome and Introductions

**Funding Formula**

Presenter: Dr. Armando J. Ferrer is the President of Miami Dade College’s Medical Campus.

Reviewed plans to reconstitute the student affairs subcommittee of the funding formula committee. A funding formula exists to devise an equitable funding formula model to stabilize planning and forecasting and de-emphasize the political nature of line item allocations to individual member institutions. Funding never approached 100% but was close to 80%. Student Affairs group has not met in several years. Move to meet again to be ready should formula become more relevant in the near future. Looking for volunteers from CSA to serve on student affairs subcommittee.

(See handout for further details on funding formula)

**Various Topics**

Presenter: Dr. Joyce Romano, VP for Student Affairs, Valencia College

**Veterans and Florida Residency**

Conversation about veterans and in-state tuition. VA benefits do not cover out of state portion of fees. She shared results of informal survey of our member institutions.

**Bright Futures**

Valencia seeing drop in number of students who qualify for Bright Futures funding. She handed out comparison data for all member institutions. Bright Futures has reduced amount, increased intial qualifications, and renewal requirements.

**Dual Enrollment Proposal from COP**

Proposal draft from COP to fund DE out of BF dollars (lottery dollars).

**Nuts and Bolts**

**Drop With Full Refund**

How many Student Affairs offices process drop with full refund for extenuating circumstances with appropriate documentation. Do any schools verify the medical records that are submitted? When can you return? Only one school requires a doctor’s note to return. What about chronic conditions that recur? Require a clearance to return.

Medical Drop/Withdrawal

Drop = record expunged

Withdrawal = record remains

**ACT Survey of Student Opinions.** No longer offering a survey. What do other schools use? Noel Levitz

**ACT Scores. Canceled scores. What do you do for placement? Take PERT or CPT.**

**Foreign Language**

**Excess Hours Rule**

**Financial Aid Compliance.**

Compliance with new federal integrity rules. Santa Fe brought in an outside review from national professional association (peer review) to review their financial aid operations. Should we bring to CSA conference or negotiate a group rate for several institutions. FAFSA has checklist for self-study. CAS Standards are also useful for self-study.

Students reported last date of attendance, faculty member listed last date of attendance, electronic date stamp last date of attendance.

Financial aid compliance stories in the news right now!

Financial Aid SAP rules and institutional practices.

**Late Registration**

A few institutions have stopped allowing add after first day of class.

**General Education Revisions**

How are student voices being heard on this conversation and revision process? Student leadership conference….public comment portion of general education discussion.

Reverse transfers & awarding of degrees

Announcements and Adjournment

**Poolside Reception**

**Friday – Business Meeting**

Approved Minutes

Approved Treasurer’s Report

**Nuts and Bolts**

FA – failure for attendance

WN or FN

FN for third attempt and it counts in GPA

Financial aid, faculty, and student service part of this ongoing conversation

**Graduation Ceremonies**

Rehearsal (hardship for students), career services, resource fair, alumni

Commencement website for students and family

Ticketed event

Orientation for ceremony. How to conduct yourself accordingly

One vs two graduations per year

Miami Dade College – graduation by campus. Color coded tickets

Added a 2nd ceremony to accommodate larger classes and crowds

Stream ceremony live

Required rehearsal with meal before ceremony

Leaving early

Most students have to buy regalia

Buy some reusable caps and gowns for neediest students

**Linda Karp, FCSSGA**

Provide leadership opportunities and training for our students.

Address legislative issues: Dual enrollment, textbook affordability, core credit reduction, in state tuition for veterans.

Organized in to four districts with leadership opportunities and advisors.

Statewide leadership training program

Invitation to be a presenter at a future conference

www.fcssga.org

State Report – Marcia Roman for Jeff Fortunato (liaison to Student Dev Comm)

AFC State Convention in Innisbrook

Executive board has vacancies

**Region 2 representative needed for Steering Committee**

Volunteer, Dr. Pete Biegel, Associate Vice President Enrollment Management, Florida State College at Jacksonville

**Foreign Language baccalaureate programs**

3-credit hour courses at FCS and 8-credit hour requirement at SUS institutions

Are any institutions graduating baccalaureate students with less than 8 credits in foreign languages?