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INTERCOLLEGE RELATIONS COMMISSION

Spring 2016 Meeting Minutes

April 28-29, 2016

HOSTED BY: Clover Park Technical College

Thursday, April 28, 2016

Introduction/Opening Session

- Call to Order – Cathy Shaffer – Meeting began at 1:00 p.m.
- Welcome – Joyce Loveday, VP of Student Learning. Welcomed and spoke to growth of non-terminal degrees at technical colleges.
- Housekeeping – Cindy Mowry
- Introduction of Members and Guests - 1:05 p.m.
- Treasury Report – Kathy Yackey. Shared hand-out displaying transactions for this year and account balance.
- Circulation of Question Box – Keith Klauss
- Reminders and Announcements – Ariana Stafford – New executive board member, three to four new OAR members (1 public BI, 2 CTCs) and locations/dates for 2016-17

Guest Speaker - Paul Rucker, Special Assistant to the President and Provost of CCEI, University of Washington, Seattle – Community College Engagement Initiative

- Year-long self-study designed to review and assess the community college transfer student experience at UW. Focused on Seattle and Spokane College Districts.
- Timeline: October 2015-July 2016
- President has interest in strengthening relationship between CTCs and UW.
- Review of data and infrastructure to make onboarding and transfer seamless. UW will be making announcements in the new fiscal year about things they will be doing differently. Surveying current and former students, faculty, comprehensive data analysis, and review of

transfer performance. A handout was provided with project scope and contact information. The handouts will be posted on the ICRC website.

ICRC Committee Reports

- Ongoing Articulation Review (OAR) Committee – Cindy Mowry, Chair
 - Reviews looked good this year. Special commendation to Peninsula College for well-done catalog that only took 35 minutes to review. Whatcom provided cover memo that provided helpful information and the team appreciated that.
 - Wenatchee, Lower Columbia, Green River, Grays Harbor, Walla Walla and Bellingham Tech will be reviewed next year.
 - Echoed need for new members this year. Shared that OAR is a great learning experience.
- OAR for BIs – Cindy Mowry and Ted Olsen
 - Cindy and Ted modified a previous draft of review for BIs and sent that out to some BI reps for review and comment.
 - Question to the group about projected cycle. OAR proposes that this is primarily for public BIs so we will do UW (3 campuses) one year, WSU (3 campuses) one year, then two other public BIs per year.
 - Deadline for feedback is beginning of Fall 2016 meeting. If decision is to move forward, first reviews would be summer 2017.
- Articulation and Transfer Council (ATC) – Kerrie Cavaness, Chair ATC
 - [Kerrie will email notes to Ariana for insertion into meeting minutes]
- Washington Council for High School-College Relations (WCHSCR) – Jana Jaraysi
 - Held Winter meeting in February
 - Completed college planning days around the state and 8th grade planning days
 - Next event is early June
 - Fall events are live. BIs and CTCs will receive email to attend and present and table
 - Prior-prior year for FA is a big topic

Agency Reports with Time for Discussion

- Washington Student Achievement Council (WSAC) – Jim West and Joyce Hammer
 - Jim is retiring and his last day is Monday, May 3.
 - Roadmap – educational attainment goal in WA. Making progress but not at desired rate. Transfer is critical to this process. Approximately 700,000 people in WA have some college but no credential. The only way to achieve goal is to complete some of these students. Will be approaching legislature for money to help this happen (to fund “free to finish” last 15 or so credits initiatives).
 - Prior-prior year – 2015 taxes can be used to file 2017-18 FAFSA in October.
 - PLA in process and tremendous growth in awarding of PLA in Washington = 8,000 FTE awarded in PLA in Washington.

- WSAC also monitors transfer complaints and does monitoring of some for-profit institutions in Washington.
- New degrees coming: MRP in Music (effective Fall 2016) and Computer Science. Codes have been built and will go to Registrars. JTC has also asked for common course numbers for computer programming.
 - Questions about what will be common course numbered. Per Joyce, that will be part of workgroup. One school looking at general programming course and request was that the course always indicate whether C++ or Java is the programming language being taught.
- Handout provided with details of Jim's updates.
- State Board for Community & Technical Colleges (SBCTC) – Joyce Hammer
 - Reverse articulation: bill passed that mandates BIs come up with plan in collaboration with SBCTC for reverse articulation. Statewide agreements exist with WGU and WSU. WSU had 900+ students qualify for reverse transfer (over around 3 years) but only 20 actually did it. Just signed MOU with EWU for reverse transfer, when students transfer to EWU, there will be box on app that is a FERPA data release to allow EWU to send info to CTC to allow for reverse articulation. Right now it's opt-in but interested to explore Oregon model which is an opt-out model.
 - Reverse articulation reciprocity agreement – if course satisfies a requirement at a BI then it will satisfy the requirement at the CTC. Does require that student be at least 12 credits at university in order for reciprocity to apply.
 - Jeanne Gaffney (WWU) shared she has seen WSU info, but would be interested in seeing more about the WGU reverse transfer process and data. WWU would treat WGU as PLA, so would not accept 75 credits. Joyce will get more information and revisit this topic. There are also some challenges around PE so trying to iron some of those details out.
 - Joyce - With WGU they can take 15 credits at CTC then go to WGU and transfer the 75 back. Colleges are waiving residency requirements for reverse transfer. The VPIs signed off on this waiving of residency requirement and the presidents are in support of this as well. Attending registrars requested an official share-out of this. The 15 credits would be college level.
 - Grays Harbor has had 1 student use the WSU reverse articulation but not the WGU reverse articulation.
 - Joyce does not have usual transfer data (because of CTCLink) because does not currently have access to Spokane District and Tacoma data
 - Engineering transfer is increasing in AS-T.
 - New allocation model for CTCs– being discussed by presidents today and tomorrow at Everett. One of the big changes is how courses are described are theory, guided practice and field based. Will also look at CCNs that are variable credit and making them all the same.

- Joint Transfer Council (JTC) – Joyce Hammer, SBCTC
 - Dual Credit – talk about College-in-the-High-School) CHS credit rules. This is being talked about in all relevant councils and committees, so if you have questions connect with your appropriate person. NACEP standards being followed. Course in high school must match college course (outcomes, content, faculty). An AP class and CHS class can be offered in the same room, but the guidelines specify how to meet standards of either or both. Joyce will send out rules and guidelines to the ICRC listserv. CHS can be either academic or prof/tech – some classes have to be AP, but language is leaving open the option for both type of courses. There is a hearing in Olympia on May 24. One question that will come out of this is a committee that will review individual participating college reports
 - Letter regarding posting to transcripts – shows how nontraditional courses (PLA) should be transcribed. AP, IB, etc. would not be called out separately. This has caused problems for the BIs because BIs can't see why the course looks strange (ex. No grade). Also umbrella agreement about transcribing nontraditional learning. Presidents at the time were worried about calling out PLA and the 25% limit for accreditation. The BIs want full disclosure. JTC has recommended that WSSSC and IC look at how to change that. It can be done in CTCLink. Working on transparency. Deb Crouch shared that a student can currently have their AP credit transcribed at a CTC so it looks like a class and then go to a BI with the AP score report and transfer in the CTC "course" and get their AP score evaluated separately and potentially counted as an additional class because the BI can't tell it's already been evaluated. Per Patrick – ARC was instructed to make the courses less clearly PLA because the presidents didn't want DTAs picked apart by the BIs. SBCTC has instructed CTCs not to assign grades for AP scores. At SPU – they evaluate all transfer credit separately from the DTA; also, medical schools won't take AP scores as equivalent to credit.
 - College Spark guided pathways initiative is in the works. 18 colleges have applied but 5 will be selected by College Spark.
- Council of Presidents (COP) – Julie Garver – 2:29 p.m.
 - Working to create common language about dual credit programs
 - Working to have consistent AP and IB awarding language. Next is Cambridge equivalencies.
 - Ongoing issue is SmarterBalance Assessment – students are coming with paper scores. Anticipate this year will be bumpy. Working with OSPI for more information about what the scores actually tell us. Anticipate frustrated students and parents.
 - CTCs and public BIs are handling SmarterBalance separately. The agreement is within Washington only, so we are not required to accept out of state SmarterBalance.
 - Collecting signatures for DTA Computer Science and Music. One signature remaining.
 - From Legislature – COP leading workgroup for public BIs around accelerated degree programs and there is no current definition of what that means. There must be a report to legislature December 2016.

- From Legislature – workgroup around students with disabilities. Particularly with exchange of information and documentation between two and four year institutions.
 - JTC- looking at revising transfer brochure. Increasing online presence. Will bring draft to JTC in July.
 - Brad Tomhave (UPS) asked if there is a central repository for AP/IB info. Answer: go to each institution.
- BAS General Education Requirements- Arne Reed (Concerns with Prof/Tech courses and Non-Regionally Accred. Courses)
 - Reviewed SBCTC guidelines for BAS. 2.0 GPA is minimum but institution can set it higher. General education courses must be transferable.
 - Applied English and Applied Math don't work, courses must be fully transferable and included as transferrable courses on the DTA. Degree make up is 60 transferrable (from English composition, quantitative, humanities, social science and natural science) areas. And then 60 credits from BAS program requirements and 60 elective credit.
 - In part the issue is marketing. Associate of Applied Science – Transfer will give the academic background necessary for a BAS, but many ATAs will not because some workforce programs will not meet the academic requirements of the BAS.
 - For South Seattle, PLA can be used for upper division credit and internship; articulated coursework (for example from articulated Boeing training programs) can be elective credit. Discussion over transcribing Boeing credit – from document titled “Boeing Official Transcripts” and views like clock hours.
 - Presentation is posted on ICRC website.

Break for 15 minutes – 3:00 p.m.

Meeting resumed - 3:15 p.m.

Professional Development: Prior Learning Assessment, Christopher Johnson, Ph.D. -- ACE Regional Liaison

- Their process is the same for military credit reviewers and corporate credit reviews. Sometimes the reviewers are the same. Reviewers must have taught subject area in the last three years and be from regionally accredited institution. Three reviewers per course. A list of colleges that that done extensive mapping with military credit is available on the PowerPoint presentation.
- ACE has reviewed some for-profit companies. There is an application process where ACE vets before determining whether they will do the review.
- Who teaches classes in military? Answer: military instructors. ACE does not review credentials for military instructors, but it is based on rank and file. It takes a lot to become a military instructor.
- Requested the name of ACE evaluators in WA? Christopher didn't know any off the top of his head. Smallest number of evaluators participating out of NW commission.

- How do other states transcript PLA? Answer: some state systems have done it together and that way students can't shop for the best credit evaluation because the schools are consistent.
- The PowerPoint presentation will be shared on the ICRC website.

CTCLink Update and Discussion – 4:15 p.m.

- Still challenges with payroll and student accounts and amounts being incorrect and staff not being paid.
- Challenges with transcripts being accurate and complete.
- Scheduling not working correctly.
- Not certain if it's better to fix before more waves or have more waves come in to create critical mass and voice to fix these problems.
- Spokane CC has had students transfer to EWU because of the challenges of financial aid and all the other issues.
- Spokane District has not seen a budget this year at all.. They have been instructed to spend based on last year's budget.
- Many staff have had to do amended tax returns because the initial info sent to the IRS was incorrect. Some are still receiving amended info at this late date.
- Spokesman Review is showing 8 million dollar deficit in Spokane District. Chancellor attributes over 1 million to overtime costs. Classified staff report, but for Spokane faculty and exempt overtime is not paid so not accounted for.
- Tickets in CTCLink 890 unresolved tickets.
- Payroll didn't run on April 25. Adjust faculty didn't get paid. No general ledger.
- WAOL ends with CTCLink.
- Out of compliance with Department of Ed and Clearinghouse.
- Individual students' received \$.06 - \$26,000 on their Higher One cards from financial aid.
- One student was charged more than \$137,000.00 for tuition for Winter quarter, the system did not catch the error.
- EWU has redone degree audits multiple times for same course to adjust to information coming out of FirstLink schools.
- It took 8 weeks to send an accurate transcript to WSU.
- Impact on Nursing licensing because transcripts are wrong so Nursing Licensing Commission won't let graduates sit for NCLEX.
- Degree Audits incorrectly show students have taken or not taken courses, causing the students undue stress and concern.
- Grays Harbor and SBCTC have swapped waves. HR and Finance are the modules that impact SBCTC directly.
- Who are the decision makers? Answer from Joyce: Presidents (meeting today & tomorrow) and IT staff.

- Conversations at WAC about allocation to help support cost. This didn't originate from the Legislature but since it was a SBCTC project from CTC operating budgets so the overages are also on the shoulders of the CTCs.
- Recommendation to group to look at transcripts from Tacoma and Spokane schools and ask questions if things look weird so that students aren't punished or not given appropriate credit because of the CTCLink issues.

Question Box

1. How do you join OAR? Answer: Raise your hand tomorrow. Who is interested now? Pam Kelly-Wenatchee Valley; Wayland Safranski - WSU; Jennifer Coogan - Shoreline; Kristy McMullen - Pierce College; Kirsten Meador - Olympic; Shaun Sullivan - LWIT
2. What is the process for getting a new DTA such as Music or Computer Science on our inventory? Answer: Joyce – Go to SBCTC transfer webpage and there is an inventory sheet. Fill it out. You don't need to get sign off from your neighboring colleges in this case since it's a new degree. Send it in to person indicated on web. Joyce confirms all degree requirements are met and then sends approval or disapproval.

5:30 p.m. Adjournment

Friday, April 29, 2016

- Call to Order—Cathy Shaffer 8:31 a.m
- Approval of Fall 2015 Minutes – Cathy Shaffer. Therese King WSU moved to approve. Debbie Crouch Second. Motion approved.
- Housekeeping— Cindy Mowry No announcements.
- Circulate Question Box— Keith Klauss. Keith circulated the question box.
- Announcements—Ariana Stafford – Reminder about OAR and Executive Board elections.

Call for Unfinished Business

- AAS-T vs. AS-T language update – Joyce Hammer.
 - Workforce Education is meeting in the next two weeks. Joyce has requested an update from them, so she will have an update after they meet. The issue that came up at the Fall ICRC meeting was the confusion about the transferability of the T in the Associate of Applied Sciences – Transfer.
- Update from DTA workgroup – Jim West.
 - Keith Klauss, Joan Sarles, Brad Tomhave, Cathy Shaffer and Debbie Crouch are the current workgroup members. Workgroup is reviewing the ICRC handbook and making updates. Jim West's replacement at WSAC will also be involved in this process.
 - Progress so far:
 - Six pages of statutes related to transfer have been identified and will be added to the handbook.

- Compendium of the different groups/agencies in WA (ex. JTC, ATC, etc.) that will be added.
 - Adding the new members' orientation information.
 - Currently the page numbers in the table of contents are inaccurate, so please ignore the Table of Contents page numbers during the revision period.
 - Added the laws that put ICRC in statute.
 - Cleaning up agencies with name changes (ex. HECB Board). Not changing any policies, just cleaning and updating.
 - Request from UW to have the dates of the RCWs by the laws. Some already have the years, so Jim's replacement will do a review and make sure all years are included. Julie Garver suggested also including the bill numbers since many people remember the bill number.
- Communications in the DTA – Cathy Shaffer
 - Cathy would like to see an oral communications requirement on the DTA. Could fit into many areas of the DTA. Per Joyce, colleges could do that as an individual institution. Cathy would like to see something more sweeping because of all the studies and statistics showing that is a skill employers want.
 - Some regional accreditation bodies require it, NW does not.
 - Deb Crouch asked if any BIs require communications St. Martins has communications (not necessarily oral communication); Gonzaga has an oral communications requirement.
 - Cathy proposing it could be an emphasis in a course. Question from member of could it be better to talk to colleges about having oral communication as a college wide outcome instead of a specific distribution requirement. From Bradley (Seattle Central) it seems like this is a college-specific decision; if colleges have this as a college-wide outcome then they should be assessing that. St Martin's rep came from Wisconsin system and they all had an oral communication requirement throughout their system. He doesn't know history in Wisconsin, so doesn't know if it was a BI initiative that was followed by CTCs.
- STEM and Interdisciplinary Science in DTA
 - Cindy Mowry shared that in OAR there are a lot of interdisciplinary courses appearing in catalogs. Some are very clearly covering the stated areas and some appear very questionable or are in all 3 areas. OAR is also seeing a lot of computer science courses appearing in Natural Science and those are currently electives in the ICRC handbook DTA, but those are STEM, so how do they fit in.
 - Cathy shared that there used to be CS courses in the DTA in Quantitative Skills and in the Natural Sciences – should find out why they were taken out of Natural Sciences.
 - Debbie Crouch – the question is how can we add more suggested subjects to the DTA; the challenge for evaluating at BI level is trying to figure out what bucket to put it in; it would be helpful to have clearer prefixes, not just IDS.
 - Group discussion of whether ICRC could create a definition for each area of if that is a local faculty decision and clearer course description are necessary.

- Debbie Crouch – SPU doesn't pull apart the DTA unless there is something really weird; so she is more concerned about students transferring in without a DTA.
- Joyce Hammer – the process to create Humanities, Social Sciences and Natural Science definitions would be a JTC decision; ICRC could make a recommendation; or ATC could create definitions.
- Suggestion made that CTCs go back to their curriculum committees and remind them that the course description really matters in terms of other institutions interpreting them and awarding credit to transfer students from the CTCs (especially when the student doesn't have the DTA). Keith Klauss suggested that BIs share their language of how courses are categorized so that the CTCs can see what the BIs use to make their determinations. Cathy requested that Emily start the process of sending out determination language on the listserve.
- Gayle Bruce would like to see loose definitions because she thinks those benefit the students. She also stated that with emphasis on STEM, the current suggested list in the DTA doesn't include the technology components of STEM
- Bill Rambo wanted to make sure we are careful with the word "applied" since we don't all use "applied" the same way
- Jim West – the process for modifying the DTA must go through WSAC because in statute WSAC must be part of the approval process.
- Jeanne Gaffney suggested bringing this to the fall meeting so people can talk to their home campuses. The room majority voted in favor of taking this to their campuses to explore expanding the sciences to include further recommended areas.
- Some debate over whether research courses at CTCs would be considered gen eds; UW and SPU would not give gen ed credit for research courses because they are not classes that can be repeated in a particular way all the time, so not gen ed. City U considers research classes as math so that sometimes messes up distribution for transfer; this is why course descriptions are very important. At fall meeting we will bring back input from our campuses.

Break – 9:50 a.m.

Session resumed – 10:10 a.m.

New Business

- New Executive Board Member nominations.
 - Cathy Shaffer and Ariana Stafford nominated Waylon Safranski, Rose Spodobalski-Brower seconded. Unanimously elected Waylon Safranski (WSU).
- OAR Chair and Committee Member nominations.
 - Pam Kelly (Wenatchee Valley); Waylon Safranski (WSU); Jennifer Coogen (Shoreline); Kristy McMullen (Pierce); Kirsten Meador (Olympic); Shaun Sullivan (LWIT). Megan Daniels has agreed to chair OAR. Shaun Sullivan will be on OAR because we need a technical college. Pam, Jennifer, Kristy and Kirsten's names were put in question box

and 2 names were drawn. The new members of OAR are Kirsten Meador (Olympic) and Jennifer Coogen Shoreline.

- Gale Bruce announced that this is her last meeting at ICRC but she is changing positions at Skagit (at Whidbey Island campus), so will no longer be attending. Wanted to thank the group.
- Also a huge thank you from the group to Jim West.
- Thank you to Cindy Mowry for hosting and for service on OAR.
- Thank you to Keith Klauss for being outgoing chair for 3 years.
- Meeting locations 2016-17: Fall dates October 20-21 at WSU Pullman. Spring meeting is April 13-14 at Grays Harbor

Question Box – Keith Klauss – 11:15 a.m.

- 1) What advice to you have for a college facing \$8 million in budget cuts and no resources?
- 2) What is happening with Construction Management DTA? Answer from Joyce – currently workgroup is working on articulations. The degree they're really working on is the Associate in Technology and potentially eliminating that, so if you have that degree please get in touch with Joyce if you are actually using that (no completion in last 5 years)

New Business Item for Fall 2016 meeting: Update from Joyce on Construction Management

Meeting Adjourned – 10:30 a.m.