

ICRC MINUTES	FALL MEETING, OCTOBER 9 & 10, 2008 SKAGIT VALLEY COLLEGE		
TOPIC	REPORT/DISCUSSION	ACTION/CONTACT	FINAL RESOLUTION
Introduction	<ul style="list-style-type: none"> • Call to order • Welcome Gary Tollefson, President, Skagit Valley College • Minutes approved as presented • Treasurer's Report: \$5,789.61 before expenses and dues for this meeting. Exec committee will do some analysis of \$25 registration fee and may have a proposal for a different registration fee structure at the spring meeting. 	None	None
Committee Reports	<p><i>OAR Committee</i></p> <ul style="list-style-type: none"> • Colleges scheduled for review are asked to email their self-assessment and mail a hard copy catalog to each member of the OAR Committee. • The review schedule for this academic year is as follows: <ul style="list-style-type: none"> ○ Skagit Valley College (3/9) ○ Seattle Community College District (12/8) ○ Pierce College (1/12) ○ Edmonds Community College (3/9) ○ Highline Community College (3/9) ○ Everett Community College (4/3) • No templates for newest MRP's will be added to the self-assessment until they are necessary. 	<p>Contact Nancy Mullane with questions</p> <p>The OAR review schedule is available on the ICRC website</p>	None

	<p><i>Washington Council</i></p> <ul style="list-style-type: none"> • The new WCHSCR Higher Ed Directory is now available. • The Higher Ed Book is due for renewal in 2009. WCHSCR will be sending out a notice to member institutions asking for updates before it is reissued in 2009-2011. • Secretary's report: 259 HS members, 57 college members, seven agency members. • Treasurer's report: Spending more than we are taking in, Karen Copetas will discuss any spend downs with commissions and get an updated budget picture. • September HS Counselor Workshops: Discussion of format changes under review, is it time for something new? First year of online registration and it was a great success. Wanda will discuss if ICRC meeting registration could be a part of this registration system also. • Spring HS Tour: Report on bus subsidies shows bus costs have gone up. Fewer schools are participating but costs are constant due to gas prices. May be renamed to College Planning Day. May include middle school students as an early outreach initiative (not necessarily for the individual college presentations). Five fewer sites this year due to historical low attendance. • Fall transfer tour: Eight evening fairs. Focus on quality, not quantity so some have been eliminated due to poor attendance. No college fairs during Veteran's Day week. • High School Principals Association: Ken Schultz will be leaving his role but will bring new representative to WCHSCR meetings as specified in WCHSCR bylaws. • Commission on General Membership: Discussion about Associate Members. Working on cleaning up the definition of Associate Members who aren't WCHSCR members but operate in Washington state and want to participate in events such as the transfer fairs. 	Contact Wanda Curtis with questions	None
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Transfer Student Statements Work Group	<ul style="list-style-type: none"> • Governor Gregoire’s response to HB 2783 was to request HECB and SBCTC work together to develop ways to inform students in clear language about the transfer process and the information that is needed to continue their educational careers. • A group was formed that includes public and private BI’s, CTC’s, agency reps, and CTC students. An initial meeting was held on September 23rd to draft a students rights and responsibilities document as requested by the Governor. The group borrowed language from ICRC Handbook (HECB Umbrella Policy) as a starting point. • Draft documents shared with membership. • Next step: develop language about transfer process that we can all include in our catalogs. • Website may be developed (could work in conjunction with Academic GPS if funded). • Where is student input coming from? CTC student reps in workgroup, JAOG fishbowl at WWU in June. • Bruce Simpson indicated he would like to see mandatory sophomore advising prior to registration, is this possible? This is a resource issue as community college advisors aren’t generally able to meet with every student. 	Contact Susan Poch with questions	Review and discuss during tomorrow’s HECB report
Academic Performance Summary Reports	<ul style="list-style-type: none"> • Susan Poch reported on the results of her inquiry about the usefulness of these reports to the CTC’s. <ul style="list-style-type: none"> ○ Overwhelming response is that they are quite valuable. ○ They should be standardized so CTC’s can compare the same data and the data should be relevant (i.e. GPA comparisons of juniors who entered as freshmen or transfers). ○ We need to standardize who at each institution receives the reports and who it is shared with on each campus. 	None	None
Guest Speaker: Dr. Barbara Kerr	Emotional Intelligence – What is it? So what! What’s next?	Presentation and handouts shared with membership	Powerpoint scanned and available at ICRC website
Baccalaureate Institution Updates	<ul style="list-style-type: none"> • Fall and enrollment updates were provided 	Contact Jeanne Gaffney for specific information	None

Committee Reports (cont.)	<p><i>Articulation and Transfer Council (ATC)</i></p> <ul style="list-style-type: none"> • The new MRPs in Construction Management and Earth and Space Science Education have been approved and finalized. • Minor revisions that change how the computer programming course is handled within the engineering degrees have been approved. • Workgroups are reviewing the biology and computer science MRP's to see if the AS-T tracks are the best fit. The question is whether students might be able to earn a DTA and satisfy gen ed in addition to being prepared for junior level work in the major. • The CTC system made the decision that ATC will be the gatekeeper for maintenance of common course numbering (CCN). ATC will recommend changes to the Instruction Commission (IC), so contact an ATC member if you are aware of problems or issues with CCN. This item generated some discussion by the BIs about how they are handling CCN courses. The most prevalent concern is the potential for students or advisors to mistakenly think that a CCN course that is commonly accepted at the CTC's it will be treated the same at BI's but since the course numbers, rather than content, has changed, there is not uniform acceptance of CCN courses across the board at the BI's. • This year ATC is considering whether to recommend Study Skills/Student Success courses (which many BI's offer as a standalone course for credit) be moved from the restricted to the unrestricted electives list. This announcement generated questions and discussion. 	Contact Mike Flodin with questions	None
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Agency Reports	<p>Higher Education Coordinating Board (HECB)</p> <ul style="list-style-type: none"> • Discussion of the draft statement of Transfer Student Rights and Responsibilities. <ul style="list-style-type: none"> ○ <i>Have the AG's looked it over?</i> Not yet because it is a very preliminary draft but it will be built into the approval process. ○ <i>Where would this language appear?</i> The goal would be to include it in the Academic GPS system, if funded, and in everyone's catalogs. Discussion ensued about where to post it: hand out at on-campus recruitment events, websites. ○ <i>Questions about the Umbrella Policy, specifically the dispute resolution process as both the language and process seems outdated.</i> Policy was developed in 1984 and may need to be revisited. ○ <i>Appeal process:</i> Not necessary to put the appeal process in the denial letter but does need to be available in writing somewhere (on website, etc.). ○ <i>Concern about item number three in institutional requirements:</i> Since admission requirements differ for freshmen and transfers, don't want to invite confusion if freshmen is denied and transfer is admitted with same GPA, for example. • Handout and overview of HECB online newsletter: <ul style="list-style-type: none"> ○ 10 year strategic master plan. Four objectives: increased enrollments, providing funding estimates for next five biennia, policy initiatives to increase student success, and a new framework to build capacity of higher education. ○ GET: Going strong, may see more registrants with downturn in the stock market. Median age is five years old, lower than it has been historically. ○ Academic GPS: Major budget request coming from the HECB, 5.8 million. Many states have systems that have been recently approved (N. Carolina, S. Carolina). <i>What resources will be provided to the participants?</i> The budget includes some grant funds for each institution to determine if they want to apply it to staffing, technology, hardware, etc. The goal is to submit an RFP in November or December. 	Contact Jim West with questions	None
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Agency Reports (cont.)	<p><i>State Board for Community and Technical Colleges (SBCTC)</i></p> <ul style="list-style-type: none"> • Transitions Math Project: HB 1906 required higher ed to develop a single college readiness math test (CRMT). FAQ document distributed. The group is still working on the test and will be piloting it with student performance and developing a cut score that will be implemented beginning fall 2009. One discussion point is how to assist students who may not be able to afford the testing fee access to the information about college math readiness. • Mike shared a Power Point developed by Loretta Seppanen. 	Contact Mike Beehler with questions	Powerpoint presentation is available at the ICRC website
	<p><i>Council of Presidents (COP)</i></p> <ul style="list-style-type: none"> • Math & the DTA: DTA guidelines require intermediate algebra proficiency but there are various understandings of what that means. Math faculty are meeting to talk about developing a common understanding. • Dual credit programs: The Governor has asked all sectors to get together to help students access dual credit programs. OSPI, HECB, 2- and 4-year reps are looking at IB, RST, AP, Tech Prep, CHS to try to coordinate a plan/message on how to improve access to dual credit program. The group will probably come up with a funding proposal to support these efforts. 	Contact Cindy Morana or Mike Reilly with questions	None
	<p><i>Joint Access Oversight Group (JAOG)</i></p> <ul style="list-style-type: none"> • Cindy Morana delivered the JAOG report as Jane Sherman was unable to attend. JAOG commissioned work on math in the DTA project highlighted in SBCTC report. They also requested another look at the Computer Science AS-T track which just passed as noted in the ATC report. They had to develop a process by which to change the AS-T. The process includes discussion/input of ICRC membership. They also commissioned a group to work on student rights & responsibilities as previously discussed. Biology faculty are also looking at developing a DTA-MRP for biology. 	Contact Jane Sherman, JAOG co-chair, with questions	None

Unfinished Business	<ul style="list-style-type: none"> Academic Perfmance Summaries: Susan called for three volunteers to sit on a committee to determine the data elements to include in the Academic Performance Summaries. Cindy reported the newly created Education, Research and Data Centers (ERDC) is designed to collect data from the various sectors and we should be able to have them produce the academic performance summaries in the future. WCHSCR-sponsored professional development workshop: Wanda Curtis and Jerad Sorber said that the Washington Council wants ICRC to develop a plan for an annual workshop with input from the CTC's and private BI's. Call for volunteers to meet as a planning group later fall quarter. The goal is to tie something in with transfer tour in fall 2009 and to start small. The Student Services Commission and dual enrollment group have both been consulted about the idea. Suggestion to include everyone who advises students including those campuses that have all-faculty advising models. 	<p>ICRC reps should contact the principal users of the reports on their campus, including institutional researchers, to ask if they have input or have an interest in participating on the committee</p> <p>Cindy Morana (COP) will investigate whether EDRC can provide the necessary data</p> <p>Contact Wanda Curtis (UW-T) or Jerad Sorber (TESC) if you would like to participate on the planning committee</p>	None
New Business	<ul style="list-style-type: none"> Mike asked the following question, submitted in advance by an ICRC member for general discussion: <i>How do BI's accept DTA's when a student comes with a DTA but it becomes apparent that the DTA has more restricted elective than the DTA guidelines allow?</i> <ul style="list-style-type: none"> <i>Are we only concerned about elective credits, or would it be an issue of distribution not being met?</i> Example: Student spent three years in South America. Gets 15 credits of Spanish 101/102/103 (prior learning). <i>If the sending insitutiton awards credit earned at unaccredited schools (non-regionally accredited domestic institutions or non-MOE recognized international institutions), is there an expectation that BI's accept the credit carte blanche? Has NWCCU developed policy on applying international credit that would apply to the DTA?</i> Discussion ensued. Since there does not seem to be a pattern of particular institutions, these concerns are best resolved at the institutional/student level. While the role of the OAR committee has traditionally been to review catalogs and advising materials, Nancy Mullane asked that institutions forward these incidents to OAR so they can monitor and identify any trends that may need to be addressed. 	BI's should forward concerns to OAR Committee	None

<p>Question Box</p>	<ul style="list-style-type: none"> ○ What is the total number of lower division credits the BI's will accept from the CTC's? ANSWER: 105 @ WWU, CWU, 110 @ WSU, UW-B depends on major, 90 @ EWU, TESC, UW-S. ○ Some CTC's were supposed to implement CCN this summer but there is no data on the SBCTC CCN website, what happened? ANSWER: GRCC, WWCC, YVCC and BCC are in process now and have until next summer to be catalog ready. ○ Are any BI's developing separate transfer guides for CCN only? ANSWER: CWU has and UPS is considering; everyone else's are hybrid. ○ English composition II is being offered as a literature- and research-based course at community colleges? How are the BI's accepting that course in transfer? ANSWER: Some are accepting it to fulfill a composition/communication requirement. WWU – B communication GUR, SPU, not sure. ○ Point of clarification: "There is no common curriculum associated with common course numbering. The BI's are able to develop equivalencies autonomously per institution." ○ Could there be a conversation with ATC/JAOG/ICRC about the MRP degree titles, e.g. DTA, AAS, AST, DTA-Business, etc? With all-faculty advising models, the complexity of the degrees and MRP's makes it difficult to keep abreast of the degrees and information. ANSWER: SBCTC is discussing the issue right now. It's possible to implement changes but it is not the highest priority. Need to develop a process to help faculty advisors, administrators on the instructional side, student services, advisors, ARC, etc. – it's a multi-level issue. Mike will take back to SBCTC. ○ What is the standard/rule for contact hours for service learning credits and how do BI's accept or transcript service learning? ANSWER: Most BI's accept only as restricted electives, it is considered prior learning. ○ Can we get a guest speaker from another state that has an organization like ICRC? Minnesota was recommended. ANSWER: Possibly, the Executive Committee will consider the suggestion for a future meeting. ○ How is the JAOG membership determined? ANSWER: Public BI representatives are selected by the provosts. Instruction Commission selects reps for 2-year schools. Independent Colleges of Washington appoints a rep 	<p>None</p>	<p>None</p>
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Question Box (cont.)	<ul style="list-style-type: none"> ○ Are any CTC's pursuing establishing a grade forgiveness policy? If so, how will it be transcribed? ANSWER: Common practice is for students to petition to have older academic work forgiven. It is not selective, they pick a line on their transcript and have the coursework above the line struck from the transcript – courses show but there is a note that it isn't calculated in GPA. ○ If a student takes two English courses and a drama class that is dual-listed as English, does this violate the two-discipline requirement of the DTA? ANSWER: Not if it is transcribed as a drama course. ○ When students receive credit from any non-regionally accredited institution, in practice are those credits automatically denied? ANSWER: You should have some other basis for awarding credit beyond regional accreditation. This is only a NWCCU recommendation as it wasn't included in the reauthorization act. 		
Spring Meeting	Next meeting: April 16 & 17, 2009, Eastern Washington University	Keith Klauss will follow-up with info about lodging, etc.	None
Adjourn	11:55 am, October 10, 2008	Respectfully submitted by Jeanne Gaffney	