



Date: May 5th and 6th
Location: Spokane Falls Community College
Gateway Building: Room #30-212
Hosting Rep: Zach Bankston

Spring 2017 Minutes

Representatives in attendance:

Bellevue:	Reza Forough	North Seattle:	Randy Nelson
Big Bend:	David Holliday	Olympic:	Martin Cockcroft
Cascadia:	Soraya Cardenas-	Peninsula:	Janet Lucas
	Conte	Seattle Central:	Denise Vaughn
Centralia:	Melissa Williams	Shoreline:	Terry Taylor
Clark:	Gerry Smith	South Puget Sound:	Carlea McAvoy
Clover Park:	LaVerta Schmeling	Spokane:	Rob Vogel
Edmonds:	Terry Gosse	Spokane Falls:	Zach Bankston
Everett:	Anne Brackett	Wenatchee:	Amy Shank
Lake Washington:	Jim Howe	Whatcom:	Sally Sheedy

Friday, May 5th

Call to Order:

Welcome from SFCC VPI Dr. Darren Pitcher

- Gym renovation for better accessibility
- MOU lease agreement with WA State (Pullman to WSU) Access to rec center and library
- SFCC's own Polly McMann won the faculty member of the year award from WSAC—She teaches a heavy load even with cancer.

Theme: College 101 Reports

- Clark College
 - Syllabus distributed to FACTC members
 - Two-credit, 11-week class
 - With a cohort/linked with another class
 - Improved retention rates
- Clover Park
 - Two-credit, 7-week class became a 3-credit, 10-week class
 - Mandatory with exceptions
 - Advising/Counseling, instructors, librarians
 - Further data can be obtained from _____
- Cascadia
 - Required
 - Online and face-to-face; considering a hybrid version
 - Includes introduction to Canvas

- Required prerequisite for Engl102
- Whatcom
 - Services, study skills, library, time management
 - EDPL 100 College Success
 - Developed by student services and instruction
 - Taught by faculty and student services personnel
 - Highly recommended
 - 80-88% retention rates
- South Puget Sound
 - Three-credit
 - Required for anyone testing below college level
 - Considering expanding the requirement to everyone
 - Student services runs the program
 - Good for last minute enrollers
- Shoreline
 - Slated for Fall, 2017?
 - Stand-alone 2-credit
 - Or integrated with a 5-credit
 - Or part of a 'get in gear' program designed for academically at-risk students
 - Working towards mandatory placement at some point
 - Taught by faculty or specialized adjunct
- Wenatchee
 - 1-credit college navigation skills
 - Study-skills class
 - Online navigation class
 - Career and life planning
 - Study-skills for mathematics
 - Developed by faculty with student support
 - Highly recommended
- Bellevue
 - HD-100
 - Fair Share Experience/College Success
 - College 101
 - HD-120
 - Strategies for Success
 - HD-100 is 1-credit elective
 - Student evaluations and tracking
 - Highly recommended now but working towards a requirement
- Centralia College
 - CC101
 - 1-credit, 2-day program made up of varied 1-hour lectures and sessions
 - An orientation to the campus
 - Required only for Running Start
- Everett
 - College Success 101
 - Online, hybrid, face-to-face
 - 2-credit course
 - Faculty and student services

- Common assignment with personalization options
- Required for one of the first 2 quarters
- Interested in the integration of PP&I content
 - Anyone interested in adding PP&I to their college success class should contact Gerry Smith because Clark already has a component included in their college success class.
- 12% retention improvement
- Peninsula, Spokane Falls, Olympia, and Everett's Programs are "under development"
- Lake Washington
 - Their class is available but only required for high school students.
- Spokane Falls
 - Program will officially begin Fall, 2017
 - Would like to make it required but are having trouble with that

Gerry Smith: "These courses when taken in the first quarter, improve retention."

Bill Moore: "Design really matters. Some work, some don't."

Carlea McAvoy: "A nice option for students nervous about taking a full 15 credits."

In a bit of a tangent, Melissa Williams mentioned her time management Canvas based workshop. [As a result, it is now available state-wide. The data on this workshop signifies a positive relationship between completion of the workshop and successful completion of advanced composition.](#)

ATL Feedback/Take Away with Jennifer Whetham

Jennifer will send a link compiling all of the shared and discussed information.

Elections

- Gerry will work on the bylaws related to the idea that presidential elections should take place the year before new officers will take office to allow for a smooth transition.
- Results of the elections are as follows:
 - President: Gerry Smith
 - Vice-President: Terry Taylor
 - Treasurer: Randy Nelson
 - Secretary: Melissa Williams

Legislative Post Mortem

- Where are the legislative emails going?
 - Some reps are delineating to the rest of their faculty with varied response.
 - Some faculty took the opportunity to go to Olympia while others sent emails and/or made phone calls.
 - Some reps included links to the appropriate legislators' emails and/or websites.
 - Gerry encouraged members to write and call their legislators while strongly encouraging colleagues to do the same.
- Reza mentioned the need to contact the legislature earlier in the year.
- Jennifer Whetham added that we could mention a particularly exciting project we are working on that is improving student success before we make our bid for funds.

- FACTC members are encouraged to send ideas to improve our legislative discussions and dissemination of information to Gerry Smith.

Fall Retreat Update: Gerard, Soraya, Denise

- Dumas Bay October 6, 7, and 8 (50 beds-some double occupancy)
- Purchase Order
- FACTC members will pay Randy for food and lodging (no individual purchase orders)
- Student Diversity Panel (3 or 4) from Seattle area
- Specific faculty and staff from all over the state have been earmarked to present based on their experience and/or past PP&I presentations
- Anne suggested tightly focusing the theme of the retreat. Is it about how we view ourselves? Is it about how we integrate this in the classroom? Is it about hiring?

Next Year's Goals

Continue with themed discussions.

Fake News and Media Literacy class and how its contents can be integrated into other classes.

Working Dinner: Steam Plant at 159 S Lincoln St, Spokane, WA 99201

Saturday, May 6th

Call to Order

Officers' Reports

Secretary: Melissa Williams

- Winter 2016 minutes approved unanimously

Treasurer: Randy Nelson

- \$12,347 balance
- Is waiting to gain access to financial statements
- Stipends distributed today
- Debit card, checks, and online banking have all been transferred to Randy
- \$200 x 32 dues were collected 2016-17

Vice President: Anne Bracket

- Lacks participation/representative:
 - Bellingham, Green River North Seattle, Pierce-Puyallup, Skagit Valley, Tacoma, Yakima Valley
- ListServ has been updated to enroll absent members

President: Gerard Smith

- Attended the IC meeting where he learned about crafting KSAs to recruit the specifically underrepresented.

- Encouraged best practices rather than dictated regulations
- Discussed further decisions on the fall retreat

Communication Update

Rob Vogel: FACTC Focus

- Articles are not rolling in.
- Rob is willing to start articles and guide potential submitters to help simplify the process
- There is never a shortage of issues or possible themes
 - Political issues
 - Accolades
 - Frustrations
 - Campus changes
- “Our newsletter speaks to the community of Washington State community college instructors.” 7800
- Aiming for 12-15 articles per FACTC Focus
- Flexible word count (250, 500, 1000...)
- Articles should answer who, what, when, how, and why?
- The newsletter is important. People appreciate it.
- Aiming towards annual publication
- Gerry suggested that each FACTC member commit to writing a piece or recruiting a specific colleague to do so. Rob is also willing to contact them for us.

Sally Sheedy: Webpage Update

- Called our attention to current website discrepancies that she will be repairing
- Requested our photos for the purpose of updating the representative page
- Agreed to connect ListServ messages to the site
 - Will look into removing the automatic attachment currently on all ListServ messages
- Each representative will look over the website and send suggestions for revisions to Sally

Joyce Hammer on Academic Certificates and SBCTC Update

- Academic transfer programs cannot have academic certificates because of financial aid eligibility issues. Instead, they should be called ‘milestones,’ and they should be embedded in the final degree.
- There is also the possibility of implementing specific majors; however, Major Related Program (MRP), DTA, AST can only be referenced if the program’s content is representative of SBCTC’s prescribed degree plan
 - Refer to [Transfer Webpage SBCTC](#) for a listing
- Prof/Tech programs CAN use the word ‘certificate’ because those kinds of certificates can lead to gainful employment.

How does GP fit in with our transfer degrees?

- Joyce Hammer: “My dream would be: Not only are we transfer ready, but we are admission ready.”
- Guided Pathways aims to minimize the extra credit that students sometime have to take when they get to the 4-year.

Marty Brown’s replacement search:

- 2 finalists:
 - Jan Yoshiwara (current deputy director)
 - Jack Hershey from Ohio
- Decision will be announced Thursday
 - Final announcement of Jan’s appointment was announced before these minutes were finalized.

Mike Scroggins is retiring in the fall which may lead to a change in the ctclink leadership

- New ctclink project manager
- WACTC has the IT committee that is taking charge of the ctclink issue
- Spokane, Tacoma, and first wave college presidents will be in charge of this
- [Scott Copeland](#) is a good contact person for issues related to ctclink
- The new executive director candidates know that the ctclink issue is critical.

WACTC-strategic enrollment

- Demographics
- Preparing students for the workforce
- Working harder at targeting students
- 3 areas to focus on:
 - High school students who do not intend to attend college at all (40%)
 - Where are they going? Work?
 - Non-traditional age students
 - How can we get them back in to school?
 - Focusing on completion
 - Retention
 - Many students leave before or at the end of the first quarter
 - What’s causing them to leave?
- Enrollments are not matching the diversity in our servicing areas.
- Allocation model is facing possible changes.
- Allocation points will also be based on completion rates of underserved
- Implementation of the faculty of color mentorship program
- Hiring practices and job descriptions to attract more faculty of color
- The need to partner with K12 and the high school counselors
- Some faculty are concerned about AP classes as they relate to science knowledge and lab skills.

Bill to grant AP credits (evidence based)

- New regulations for college in the high school based on a bill that passed last year
- UW does not differentiate between AP, College in the High School, and Running Start.
- College in the High School Colleges will be submitting documentation to ensure NACEP standards compliance.
 - Joyce: “We may move towards an accreditation component.”

- Students should have comparable access to library materials. i.e. campus library
- Same FERPA regulations as on campus
- “MOU is key when setting this up.”
- IB credits are accepted at higher level exam rather than the standard level exam except when submitted as an IB diploma.

Common Course Numbering/Consistent Curriculum

- Gerry provided summaries of what colleges are doing.
 - The outcomes for the courses are consistent, but the roads getting there can be vastly different.
 - Gerry will send his compilation to the ListServ.
 - The English discipline needs a statewide get-together. SBCTC is working on this.
- The list is in the revision process. Schools should let SBCTC know if they would like to see any additions.
 - Common courses sometimes pull students away from other transferable courses.
 - The ampersand really means that the class is transferable among community colleges around the state. This should not be confused with transferability to a 4-year.
 - [The 45 credits are on the SBCTC website.](#)

College Reports

12:00: Adjourn