



BUTTE COLLEGE

MINUTES

STUDENT SUCCESS COMMITTEE MEETING

Friday, September 30, 2011

8:45 to 10:45 am LRC-144

Committee Members Present: Miya Squires, Monica Brown, Jay Goldberg, Teresa Ward, April Hennessy, Eric Hoiland, Leslie Henson, Les Jauron, Nancy Jensen, Samia Yaqub, Stacey Bartlett, Brad Zuniga, Angela Kraemer, Morgan Brynman, Suzanne Gripenstraw, Laurie Kincheloe, Kenneth Bearden, Jo Anne Cripe, Rob Holt, Cheryl Battles, Sherrie Alexander, Nena Anguiano, Kathi Rogahn, Angie Johnson, student (Student Ambassador Program – Associated Students), and Tina Hansen, student (NSLS President).

Committee Members Absent: Steve Hammond, Linda Zorn, Jennifer White, Baba Adam, Carrie Roberson, Molly Emmons, Ray Rodriguez, Susan Carey and Kelly Fredericks.

Guests in Attendance: Dr. Kimberly Perry (Butte College President), David Danielson (Dean of Mathematics, Sciences and Engineering),

BREAKFAST, INTRODUCTIONS AND PRESENTATIONS:

- **INTRODUCTIONS:** Miya called the meeting to order and all present introduced themselves and their representation.

BASIC SKILLS INITIATIVE: Miya announced that the completed BSI Annual Report is now on MyBC under Student Success Projects – Shared Documents – Current BSI Documents. It is available for all to read in its new format as required by the Chancellor’s Office. Everyone was invited to review the draft document during the last meeting; but no new information was forthcoming. It has been reviewed and approved by Shann in the Business Office, by Samia for Administration and by Kenneth for the Academic Senate. It is now making the rounds for signatures and is on its way to Andy Suleski at this time.

DISTANCE EDUCATION/ON-LINE COURSES: Since this subject was touched upon during Les’ presentation at our last meeting, and everyone seemed to want to take a “side trip” there. Miya had suggested we explore the subject further during this month’s meeting. She presented a YouTube video clip containing students enrolled in Colorado Online Learning. The video clip was intended to set up the group for this month’s break-out activity, which addressed the subject of Distance Education.

CAS SLO's AND COMPILATION OF DATA: Monica Brown reported on her summer activity, which was to compile CAS data that had been gathered in support of Student Learning Outcomes. First, however, she passed out brochures and workshop listings for everyone so that all committee members are aware of the resources CAS has to offer to students as well as to faculty. She went through the process of developing and assessing SLOs for CAS in order to appropriately meet the students' needs. Monica is modeling for other departments how to develop, assess and evaluate SLOs from the various methods of data collection we use in and outside our classrooms. Monica went on to explain the four SLOs for CAS, developed by Ann Shannon, which are: 1) Effective Use of Resources; 2) Successful Application of Learning Strategies; 3) Effective Use of Self-Assessment Strategies; and 4) Retention and Success. After a brief explanation of each type of SLO, Monica went on to explain the SLO "Cycle" which is: 1) Identify SLOs; 2) Establish a measuring tool for each SLO; 3) Compile and summarize SLO assessment data; 4) Identify current interventions; 5) Evaluate the results of those interventions; 6) Revise interventions according to what works best for the situation; 7) Implement new interventions (changes); 8) Establish a repeating cycle of identification, measurement, compilation of data, interventions, evaluations, revisions and implementations of revisions depending on student response and success. Monica also explained the target populations for CAS and the resources available to specific groups and types of students. To gather accurate data, she explained that a pre- and a post-survey are conducted on all the CAS populations in order to measure their success. These guidelines are a model for other departments and are intended to be adjustable to the specific needs of the student populations served by those departments. Samia reminded the coordinators that there is an area entitled "Assessment in Other Programs" that can be a helpful tool for guiding evaluation of individual programs.

DISTANCE EDUCATION: Jo Anne Cripe introduced the subject of Distance Education and helping students succeed in an online environment. This is a popular and ongoing discussion on campus at this time as we are and will continue to offer more and more online courses. She has taught fully online courses since around 2003 and has just launched Life Management online this year, which took her two years to develop. There are inherent challenges to teaching online; however, we have been very intentional and methodical with the development of the courses we offer. Jo Anne opened the conversation of "How to Empower Our Online Students to Succeed in that Environment." She gave out various student comments from an actual survey question posed in one of Dan Barnett's online Philosophy classes, and asked committee members to perform a "popcorn read" of these quotes. Summarizing this subject matter, Jo Anne stressed preparation for the online course as one of the most important aspects. She also reminded the committee members that there are those students out there that have never even turned on a computer before, so do not expect the entire class to automatically know how to do the basic functions. She identified the two major themes of online teaching: Technological Preparation and Study Skills/Time Management. Laurie Kincheloe joined the conversation with her experiences, as she has the one and only Math online course (Statistics). She has discovered that constant communication with the students, whether face-to-face or via reminders and emails has helped with her students' success in her course. She recommends face-to-face testing or remotely-proctored testing if the student lives too far out of the area. She also has students participated in online discussions and keep journals in order to stay in contact with her and each other. Additionally, the math department, with assistance from Title III, has opened a Basic Skills Math Computer Lab (9 – 2 daily) to assist her students. The largest population, however, are her face-to-face classes with online homework; she makes herself available to those students also and has seen wonderful results comparable to her fully in-person classes.

GROUP ACTIVITY: Miya introduced a section on the Team Website entitled “Distance Education – Student Success” which has a number of articles regarding the inherent problems and challenges of online coursework. This is an overview of the Distance Education Resources available. The committee members were then separated into four groups and asked to answer a question and make recommendations based upon their question. Each question and the group discussion resulted in a variety of solutions and suggestions for faculty and students alike. The groups were given about 20 minutes for discussion among themselves and guided by Samia in a report-out to the larger group.

Prompts for the group discussions were as follows:

- What are the necessary skills and traits needed to take an online course?
- What are the learnable skills for successfully taking an online course?
- What are the traits of the under-equipped student?
- What are the traits of the successful student?

A pdf document containing the input generated by the group can be found in the Shared Documents Folder, “Distance Ed Student Success,” within the Student Success Projects Team Site in MyBC.

PASSPORT TO SUCCESS: Jay Goldberg presented and passed around the new campus Passport and he gave a short overview of the contents. Molly Emmons has volunteered her Learning Community class as a pilot group for the Spring 2012 semester. He hopes to conduct a pre- and a post-evaluation by the students involved in the pilot program and then we, as a committee, will have a better idea of its viability, usefulness and success. He also reported that he had talked with the AS folks about using their camera to put the student’s picture in the Passport so that each Passport booklet will become a personalized guidebook for each person. He hopes to have an answer from Kelly Munson on that possibility very soon. The pilot program will give us a better overall view of the project and after we hear from the students who actually pilot the Passport, we will know if more changes are needed.

TRANSFER COUNSELOR /COORDINATOR: Stacey Bartlett reported on the sub-committee meeting held last week to discuss the Transfer Counselor position. We have gone from considering a \$30,000 part-time counselor position to having a stipended counselor position (at the coordinator stipend amount of \$5,075 annually). The sub-committee has created a list of six necessities this counselor will need to demonstrate; however, they are still in the process of fine-tuning and editing the list. Nothing further at this time. Miya announced that the same process will be followed as for other coordinators and the announcement will go out to all faculty as a competitive hiring process.

Miya announced the November meeting will be catered; but for the October meeting we are hoping for a volunteer or two to bake or bring the breakfast goodies....anyone interested???

MEETING WAS ADJOURNED UNTIL OCTOBER 28TH