

**Minutes for Humanities Division Meeting
Spring Professional Development Day – January 14, 2016**

1. Welcome Back

Elise Geraghty and Tom Lew welcomed the division full-time faculty back from winter recess and acknowledged the attendance of VPAA Jean Shankweiler at the meeting.

2. Governor's 2016-17 Budget Summary.

2.1 Lew gave a summary of Gov. Brown's budget proposal for 2016-17, released the previous week, as it related to community colleges.

2.2 He noted that, due to an improving economy, the governor was able to recommend a small COLA of .47% and an enrollment growth factor of 2% for the community colleges.

2.3 Basic skills will be funded at \$30 million next year and funding will continue for SSSP and SSSP equity.

3. Enrollment Update and Extension of Registration

3.1 Lew noted also that the district, unfortunately, was about 2% below last spring's enrollments and will miss its enrollment target for the current year, requiring a sizable shifting of summer session FTES in order for the district to reach this year's funded growth.

3.2 He added that division enrollments were about 3.8% behind last spring's enrollment and that there had been a steady decline in division enrollments since the elimination of winter session in spring 2013.

3.3 He and Geraghty reminded faculty members that spring registration has been extended through Friday in hopes of filling more seats in classes.

4. BOG Fee Waiver Changes for Fall 2016

4.1 BOG fee waiver criteria will change for fall 2016, and the changes will likely have an impact on college enrollments.

4.2 About 52% of the college's students receive BOG fee waivers, but new criteria will now ask students to maintain a GPA of 2.0 and complete 50% of units attempted in order for students to maintain eligibility. Data from Institutional Research, based on information from spring 2013, indicate that 18% of students awarded BOG fee waivers would have lost their awards had the new criteria been imposed that semester.

5. Student Equity Data and VPAA Survey

5.1 As a supplement to the morning's college-wide flex presentation on the college's student equity plan, Lew indicated that Institutional Research has provided

additional data on student success rates, by demographic, for each of the division's courses. He and Geraghty will email the data to the division's full-time faculty and ask that they examine the information, focusing on the performance of those groups for which the largest gaps (in terms of success) have been identified.

- 5.2 Geraghty then added that the VPAA would like written responses to several questions soliciting thoughts on why the division's at-risk populations have difficulty succeeding as well as asking for suggestions regarding what departments and individual instructors might do to increase the success of at-risk students. Responses may be anonymous.

6. CCCAssess

- 6.1 Lew then gave an update on the Common Assessment Initiative sponsored by the Chancellor's Office and its system-wide assessment and placement process called CCCAssess. Lew indicated that CCCAssess is designed to replace the various assessment and placement instruments used by the community colleges and produce one uniform process for placement into English, ESL, and math courses.
- 6.2 CCCAssess will incorporate multiple measures to assess and place students, emphasizing high school GPA (to include all courses, with the exception of physical education classes), the last course grade relevant to the discipline (i.e., English course grade for English placement; math course grade for math placement), as well as scores on the college's placement instrument.
- 6.3 Lew expressed some concern regarding use of high school GPA for colleges served by many high school districts, given variations in curriculum, as well as logistical challenges connected to obtaining high school GPA for some ESL and many international students, who would not have attended high schools in the area.
- 6.4 Technical issues would also have to be resolved, such as downloading high school data in order to make meaningful assessments of incoming students. CCCAssess, to his understanding, would not factor in senior grades because of time constraints and system limitations.

7. What's Coming Up This Semester

- 7.1 The English department is due for program review. Lew and Geraghty will be identifying program review participants.
- 7.2 The ESL department will need to validate the writing sample currently used for placement into the ESL composition sequence. Despite the fact that CCCAssess will provide a new assessment process, it is unclear when El Camino will be required to implement CCCAssess, so existing assessments must still be validated until the college receives its implementation date.

7.3 SLO UPDATE: Kevin and Argelia will contact faculty directly regarding assessment reports due in TracDat this semester and assessments being conducted this semester.