

Minutes of Student Development Committee
Sub-Committee of the Educational Advisory Council
Portland Community College
2:00pm – 4:00 p.m.
Thursday, February 10, 2011
Submitted by Victoria Galanopoulos, Recorder

Location: Sylvania, Pine room

Attendance: Stephen Arthur, Cami Bishop, Kathleen Bradach, Deb Crawford, May Donohue, Ewald Estanis, Doreen Hanna, Carey Larson, Hal Lee, April Nording, Wendy Palmer, Romino Romano, Magdalena Tolva

Guests: Heidi Edwards & Tammy Billick

1.0 Approval of Agenda and Meeting Minutes

Agenda: The agenda for the February 10th meeting was reviewed by the committee and approved.

Meeting Minutes: The January 18th meeting minutes were approved with corrections.

2.0 Old Business

2.1 Progress on established 2010-2011 SDC Goals:

(1) **Code of Conduct revision progress report** – Kathleen explained that the revision of students Rights and Responsibilities Handbook is on hold at instruction of Deans of Students.

Next Steps-

Email Linda Reisser for any concerns related to technology behaviors.

(2) **Food Services clarification** – Deb Crawford brought in a new menu they developed for student clubs. They will finalize the menu in a couple of weeks and test it over the Spring term.

2.2 A-SAP Changes: Stephen reported that the committee has been looking at aligning the Academic SAP (Satisfactory Academic Progress) policy with the Financial Aid SAP policy, and using a cumulative GPA rather than a term GPA. He provided data about a new procedure that was used last term to decrease missing grades. The SACs called instructors to inquire about missing grades, and we went from 9,000 missing grades to 12.

Key Questions, Concerns

Kathleen noted that the current policy is not working and that she spends a great deal of time writing time frame extensions and financial aid appeals. Will this new policy change that problem?

Hal is concerned that with the new proposed system we may be losing some intervention opportunities. Once a student is disqualified, is it going to be too hard for them to come back? Will the new policy still be in alignment with the mission of a community college?

We are aware that students are coming back to school because they can't find a job. However, taking out loans creates more debt and if they are not successful that bad debt will hurt the school in addition to the student.

- 2.3 Meeting rooms for spring:** rooms are unavailable at other campuses; please check for rooms.

3.0 New Business

- 3.1 Email replacement project:** Heidi Edwards and Tammy Billick explained that PCC will choose a vendor in the spring of 2011. Two proposed replacements could be Microsoft or Google. The project is expected to be implemented in 2012. They provided the committee with a handout explaining their evaluation process.
- 3.2 Late start date at PCC:** PCC will open one week later in the fall of 2011, which will align with the university systems. The new start date will be September 26, 2011. The committee was asked if they could think of any reason why delaying the start of school by one week would present a problem. No one objected or expressed concerns.
- 3.3 Membership:** Cami passed around a membership list and asked all the members to note on the list if they would like to renew their membership for next year.
- 3.4 Policies from other community colleges:** The committee looked at the Student Code of Conduct Policy from Suffolk community college. This may be a model for changes we would like to make at PCC. Additional discussion will take place after a review by the committee.

4.0 Reports

- 4.1 Auxiliary** – Deb Crawford explained that John Gardner is meeting with transportation consultants to discuss how the bond will affect transportation. Food services is meeting with consultants and hosting focus groups at RC, SE, & CA.
- 4.2 Educational Advisory Council Report** – Kathleen explained that at the January 2011 meeting, the Distance Learning Task Force brought forth a recommendation to establish a Steering Committee charged with sorting the many individual recommendations proposed by research teams, and either preparing them for formal EAC recommendations/administrative approval or coordinating and/or entertaining further discussion as appropriate. Items with contractual implications will not be discussed further by this committee.
Curriculum report: Gen. Ed. classes have to be done for the 2012/2013 catalog. Concerns were expressed that not many people know about that.
Kathleen provided the committee with copies from the January EAC minutes.
- 4.3 Bursar** – Doreen said that the drop date and financial aid disbursement has been moved up one week for summer 2011.
- 4.4 District Student Council** – Ewald Estanis explained that students are meeting that day with Dr. David Rule to discuss a survey in regard to the leadership program. They want to make the survey available on Monday both electronically and with a paper form.

They have also been working on their budget to narrow down suggested ways to spend the money, considering projects for ASPCC, WRC, Childcare, Intramurals, MC, and E-Centers. They are still lobbying and working with Michael Dembrow on student needs.

Next meeting: March 10, 2011, Spruce Room, Sylvania