

Student Affairs Committee
Minutes: Wednesday, November 1, 2017

Attendees: Beatriz Magallon, Esau Tovar, Daniel Freeman, Stanley Hecht, Alicia Villalpando, Donna Davis-King, Kayli Weatherford, Deyna Hearn, Kathy Pho (Student Rep), **Invited guest:** Arthur M. Sanchez

Excused/Absent: Denise Kinsella

1. Call to order 1:09 pm
2. Public Comments: none
3. Approval of Minutes 10/18/17
 - a. Edgar Gonzalez may be replaced by Arthur M. Sanchez if appointed for the remainder of semester.
 - b. Kathy Pho – last name incorrectly spelled under 4. b) Vi. Bea edits.
 - c. **Motion to approve as amended by Esau, 2nd by Donna. The committee voted 7 – yes (unanimous)**
4. AR 4111.8 Enrollment Priorities (5055)
 - a. AR was not presented to Executive Committee because of lack of time but two questions from the executive committee were emailed in and can now be addressed by this committee.
 - i. Bea suggested the entire AR be looked at for approval with any proposed changes:
 1. Would not having completed SSSP requirements override the priority group they are in based on goal, etc? Example, if the student for instance is in a priority group, but their educational goal is self-improvement.
 2. If they are in a top priority group, but they do not have an educational goal such as degree/certificate or have above 90 units for example, does that trigger a lower priority?
 - ii. Answer - Any student regardless of goal, who is in state mandated program (Group 1) always have the top priority. For example in Group 2, students would have to be a Matriculant 1 student, i.e., have a goal of transfer/degree/certificate or basic skills. Furthermore, the students in special programs also need to complete SSSP requirements, in order to receive the highest priority within their group.
 - b. Edits of language in AR 4111.8
 - i. Stanley suggested the edit "Enrollment may be constrained by, but not limited to, the following factors"
 - ii. Esau added language in priority group 2 "in-district students shall be provided enrollment priority for the first 30 units attempted."
 - iii. Alicia asked if Matriculant 1, 2, and 3 could all be under Priority Group 1. Esau responded yes. Because Group 1 is state mandated program, it does not matter what the student's matriculation status is.
 - iv. Bea added the definitions of each Matriculation level (1, 2 and 3) with Esau's input.
 - v. Bea asked how many students have a comprehensive education plan. Esau answered 80% of students have a comprehensive educational plan.
 - vi. Under group 4, Esau suggested the change "an education plan" instead of "a student educational plan"
 - c. Clarification on how Priority is assigned within groups
 - i. Bea asked a clarifying question regarding how the priority enrollment date is assigned within a group if within a group if it is descending or ascending? Esau answered if all students are matriculation 1, the higher opportunity is given to the students who have completed at least 2 SSSP requirements. Students with just 1 SSSP requirement completed will go second, and then students with no SSSP requirements completed will go last.
 - ii. Sub groups in group 4 for example are all assigned at the same time, so 4 a, b and c does not matter in terms of priorities assigned. When deciding who goes first, we are randomly assigning between the subgroups. Esau explained this on the whiteboard by using a bucket analogy.
 - iii. Bea asked why non-credit students who are transitioning to credit students have priority over group 6 and 7. Esau explained it depends on the goal, they could be a Matriculant 1 or 2 student.
 - iv. Bea asked further questions regarding why students with Associate or Bachelor Degrees or higher get priority over students losing priority enrollment due to probationary status. Esau answered If you have a degree, and you state you want to pursue a transfer, it still puts you as Matriculant 2 despite stating a goal that normally would make you a Matriculant 1 student.

- d. Discussion about students on probation
- i. Alicia and Bea do not think students who have bachelor's degree, or associate's degree should enroll prior to students on probation. Bea makes the argument that counselors suggest classes, and with a late enrollment date it creates a challenge for those students to enroll in courses that would help improve academic progress.
 - ii. Esau stated most students do not attend back to success workshops, only 20% of them actually participate.
 - iii. Kathy asked what happens at back to success workshops, and how does it help the students. Esau answered it does not alter their enrollment priority. However, the statistics confirm that student's who do participate, usually overcome their probation status by the second term.
 - iv. Esau mentioned, during open enrollment there are still classes available. However, students do not enroll.
 - v. Esau states he does not disagree with the arguments Bea, Alicia and Donna are making. However, the legislature states that students on probation lose their priority, and should enroll after all other priority groups. Bea argues this seems to be an institutional decision, for instance at other colleges High School Concurrent students have to wait to enroll two weeks prior to the start of the semester and that this may be interpretation.
 - vi. Esau answered this would make sense, if student behavior reflected the statement. Only 40% of students actually enroll. Seats are available after priority groups have enrolled, the open seats may not be with the popular instructors, but there are classes available. Students on probation have the opportunity to enroll before open enrollment. They just do not take advantage of this.
 - vii. Deyna stated she sees injustice in placing the students on probation after students that have a bachelor's or associate's degrees. She asked if the probation students could be placed before returning students who have degrees. Esau said no, due to current legislature. Donna agreed that there seems to be an inequity in assigning enrollment dates.
 - viii. Daniel interpreted the legislature like Esau. Deyna, Donna, Bea and Alicia disagreed with the interpretation. Kayli stated, "It is a bit unclear."
 - ix. Donna asked if within the skew of the 40% of students who do enroll, is there a correlation in those students having an earlier priority date. Esau responded in Priority Group 1 most students enroll, by Groups 2-8 only about 40% enroll. Esau will make a point to keep track of this since enrollment begins next week.
 - x. Esau mentioned our college cannot afford to limit students from enrolling. Currently we are low in enrollment, and we are in the process of stabilizing. If we do not improve FTES for the year, it will affect our funding. Does this have anything to do with priority enrollment dates since we are only talking about a difference of a day and not limiting student's enrollment. Students on probation are limited in the number of units they can take.
- e. Loss of enrollment priority
- i. Bea saw in Ed code that foster youth, and former foster youth are not subject to the loss of fee waiver, or enrollment priority, so she added this.
 - ii. She also added that within 30 days of the end of term, the district will notify students if they are placed on probation, and they will lose their priority enrollment. Esau has updated the production schedule to accommodate this. Esau mentioned there is a potential problem with the 30 day rule, because often faculty do not submit grades.
 - iii. Bea asked which committee reviews Enrollment Appeals. Esau: The Admissions and Records Appeals Committee.
 - iv. Bea mentioned as long as students fulfill all the requirements on the Chancellor's form, the appeal should be approved. Esau stated, this is not prescribed by title 5 regarding economic situation. The flowchart Bea is referring to has to do with BOG fee waiver, not Enrollment Priority. Esau explained they are different regulations. Esau stated we are able to approve the appeal as we delineated on the Enrollment Priority Appeal form, this comes from title 5. Bea removed the additional language she had added based on the BOG flowchart.

Motion to approve by Donna, 2nd by Kathy. The committee voted 9 - yes (unanimous)

5. **Announcements:** Esau announced that students awarded an "Incomplete" will now be able to view their petition on their corsair connect. The system will also automatically alert students who try to re-enroll in the course they received an "Incomplete" that they cannot repeat the course due to an incomplete on file. Committee members were happy to know it is now automated and on file.
6. **Meeting adjourned 2:46 pm**

Respectfully Submitted by Malin Bohman