

Transfer Work Group Meeting Minutes

November 7, 2016

Call to order

Cleve Freeman called the meeting to order at 10:40 pm on November 7, 2016 at ADM 1943, Foothill Campus.

Attendees

Bernie Day, Lan Truong, Debra Lew, Simon Pennington, Kent McGee, Elaine Piparo, Atousa Pojhan, Rachel Solvason, Matthew Low, and Haley Pollack.

Approval of minutes

Approved minutes from 10/10/2016 and 10/31/2016.

Approval of Nov. 7th agenda

Changed agenda to reflect Review Transfer Workgroup Objectives 2016-17 as opposed to "review and approve."

Humanities Certificate Update

Truong reported that she had shared with PaRC TWG's recommendation for approval of the Humanities Certificate. She also expressed concerns to PaRC that the courses on the certificate do not meet the minimum 51% towards a receiving institution's coursework for a program as required by the UC/CSU system. PaRC approved the Humanities Certificate. The next step will be to forward to the College Curriculum Committee for approval.

College Track

Pollack presented on College Track, which is program that recruits students from underserved communities and works continuously with them from ninth grade through college graduation. Their local site is located in East Palo Alto, serving over 500 high school students in Menlo Park, Redwood City and East Palo Alto. College Track removes the barriers that prevent students from earning their college degree by providing them with academic support, financial and college advising, and scholarships. They teach students the skills necessary to succeed in college. College Track works collaboratively with community colleges, such as Foothill College, as their students attend the campus. Although the traditional focus has always been promoting high school to 4-year universities, College Track has recognized the larger role of the community college as an important pathway for students who want to transfer. They are working on expanding their collaboration with other local community colleges, such as College of San Mateo. They would like to build the type of collaboration with other community colleges as they one they have had with Foothill.

Day also shared that FH's collaboration with College Track has a long history with the endorsement from FH's President Bernadine Fong. Truong also expressed interest in developing more collaboration with College Track high school students in their local high schools by providing on-site assessment and an easier pathway from high school to Foothill College in completing 3SP mandate of assessment, orientation, ed plan to receive priority registration.

Transfer Center Budget

Oeh gave an overall presentation of the Transfer Center budget. It is evident that the budget allocated does not fiscally support all the transfer activities. The two most expensive activities include the Transfer Achievement Celebration and the Transfer Fair. In the past few years, VPSS Swett has been paying for the food for the Transfer Achievement Celebration. TWG discussed other ways in which we have a more permanent source of funding to pay for food. Truong shared that in discussing with De Anza colleagues, they do fundraising through the Foundation throughout the year so that by the end of spring quarter, there are funding to pay for food for transfer celebrations. It was also recommended that TWG may want to request funding from the President's Funds. Oeh also reported that the set up and clean up fees for the Transfer Fair was very costly. The group also discussed about TWG advocating to have our own budget just like the Student Equity and Basic Skills workgroups.

Review Transfer Workgroup Objectives 2016-17

The workgroup engaged in a lengthy discussion about finalizing the objectives. The list was narrowed down from ten objectives to six. It was agreed that the six objectives are achievable. The Tri-Chairs and Day would wordsmith the TWG's Objectives before submitting to PaRC.

Transfer Center update

Freemant and Oeh reported that about 160 students attended the Transfer Fair. This number is lower than last year's. Both shared that this is the first year that all students had to sign in, using their CWID's. Last year, a Transfer Center Staff was using a clicker to count all attendees, including students, faculty and staff. Narrowing down to just counting unduplicated students may be an important reason as to why the count is lower this year. Now that we have the student CWIDs, the Transfer Center will work Institutional Research to aggregate student demographics. Having student data will greatly help in the future in asking Student Equity Funds to support Transfer Day activities, such as paying for box lunches for the university representatives.

Freeman shared concerns about the UC application extension from the Transfer Director Regional meeting. The priority deadline will be November 30th, with the final deadline on January 3, 2017. Students are confused and the concern is that they may wait until January 3rd to apply and their first choice campus and/or major may be closed by then. The Transfer Center is marketing for students to apply by November 30th.

Freeman and Oeh shared that the Transfer Center will close an hour earlier on the deadline of application filing, November 30th. This will give the counselor and staff an hour to finish helping students who are still at the Transfer Center. Last year, students stayed way beyond the closing time.

Honors Update

Day reported that there are many new Honors courses and they will be offered next quarter and spring 2017.

Good of the Order

Simon shared information about the Art festival

Adjournment

Cleve Freeman adjourned meeting at 12:00pm.