Meeting Notes – January 11, 2018  2:00pm-3:00pm – University Union 2002AB
Semester Conversion Advising Subcommittee

PRESENT  Joanna Cady Aguilar, Jennifer Aure, Larry Bliss, Angela Byrnes, Wendy Chen, Shannon Coskran, Tyler Evans, Mo Her, Michele Hingst, Murray Horne, Silvina Ituarte, Garrett Moriguchi, Arnab Mukerjea, Aaron Plack, David Reed. Maureen Scharberg, Mitch Watnik, Erica Wildy, Denise Wong, Vanessa Yingling

ABSENT  Elizabeth Bergman, Lenae Crowder, Hendrix Eraham, Alta Fortenberry, Mike Hedrick, Jaiman Khaira, Zanean McClain, Lindsay McCrea, Karen Mucci, Karen Parada, Diane Peterson, Carl Stempel, Lan Wu,

GUESTS

AGENDA
Approved

MINUTES

AGENDA ITEM

1. Welcome and Meeting Schedule for Winter 2018 Quarter– Maureen Scharberg

- Maureen opened the meeting by welcoming the subcommittee members back from Winter break
- Meeting Schedule for Winter 2018 Quarter
  - For the meeting on 1/25, Kyle Birch will come and talk about the various databases that he works with (Assist, TES, etc.)
  - For the meeting on 2/22, David Reed will be talking about a case study that he did on Bay Advisor with freshmen, and also talk about the Bay Advisor dashboard that’s coming. Finally, he’ll talk about establishing a “campaigns calendar.”

2. Executive Orders -1100 & 1110 Discussion – Maureen Scharberg

- What you know is what I know. There is no new information coming from the Chancellor’s office. We are in a waiting pattern.
- Mitch: some of the learning outcomes need to be changed, but the Senate has not asked the GE subcommittee to make those changes yet. The biggest issue is B4; the committee is not yet looking at other courses that might meet the new requirements.
- Are the CO changes to GE only for the students on the semester pattern, or all students?
- Wendy: the double-count will only be allowed based upon catalog year.
- Maureen: there is always an opportunity for petitions from students, especially on issues like this one.
- Garrett: there is already a form on-line for students to use in their majors. We will probably go through the same process for GE issues. They will go through AACE and then to the Registrar’s office.
- Maureen: if students don’t complete remedial this year, we’ll just put them in the appropriate English or Math class. We won’t be creating separate remedial courses in Semesters

3. Writing Skills Test Update and holds for semester

- Maureen informed the subcommittee members that she’s decided NOT to put holds on the current Junior class because of all the other things going on with the change to semesters. However, if they sign up and no-show, we will put on a hold. In my messages that I send out to those already on holds, I’m including information about semesters. We hope they actually read this stuff

4. Discussion of probation on semesters

- Maureen and Larry will work on messaging to probation students.
- She suggested that advisors please tell students how important it is to go above 2.00 now that all grade levels will need to meet the 2.00 GPA
5. Discussion of Academic Advising—Maureen Scharberg

- Michele would like to advocate removing the 180-actual count on the quarter system in the DAR. Feels it's confusing to students because it includes courses that don't really count toward graduation. Wendy suggested talking with Glen about this first. We can do it but it's never been done.
- Maureen suggested that Wendy talk to Glen, then they can talk off-line afterwards.
- Shannon brought up the issue that students should be able to get through this themselves, but they look at the DAR and it's not correct.
- Jen said students should rely on AACE.
- Q: Is it possible that transferred in classes can show on the Bay Advisor but not the DAR, or vice-versa?
- A: It should start in PeopleSoft and then the DAR, and then ultimately get to the Bay Advisor.
- Q: Since the remedial units won’t be used for financial purposes any more, can we move them back to zero and not count them at all?
- A: Wendy will check with Manuel about this.
- Q: What will the summer session look like?
- A: It's going to be a limited offering. It's not going to be a summer quarter.
- Larry commented that Danika has been pushing departments more than any other Associate Dean, trying to get them to teach in the summer. We think it's crucial to get every department to offer courses in GE during the summer. We need Semester Conversion to get that message out to students right now.
- Mitch said there's really no incentive for faculty to teach during the summer. They just want to take a break, plus they don't get as much money for teaching during the summer.
- Q: Will there be any guidelines for what will and will not be petitioned?
- A: We will work on it case by case as we go.
- Joanna informed the subcommittee members that all the petitions now come through her, so she can talk about trends happening now in GE petitions.
- Maureen mentioned the meeting she attended with the CO about issues with the CalState Apply site. She said they are working hard to get the issues fixed, and it's great that East Bay was one of the campuses that the CO met with to try to understand how it can be fixed. She will use the listserv to communicate what I learn to all of you.