

Present: Pieter de Haan, Hannah Chauvet, Joshua Boatwright, Jenny Lowood, Cleavon Smith, Matt Freeman, Chuck Wollenberg, Siraj Omar, Val Djukich, Kathryn Koecel, Barbara Des Rochers, Mariela Thaning, Laurie Brion

Today's Agenda:

1. **Call to order** at 12:10 PM

2. **Approval of the minutes** - minutes amended and approved.

Jenny corrected the sentence about assessment from:

We are going to assess our ILOs over a six week cycle...to:

We are going to assess our ILOs over a **six semester** cycle...

3. **Dropping/adding students and permission numbers**

How do we add students to late start classes since there are no permission numbers for late start classes. There is also some inconsistency as to whether A&R will take ADD slips to add students. Permission numbers do expire as attested to by Jenny, Chuck and Passport.

4. **Out of state Students Update**

Pieter reported on the PBC 1-27-12 meeting - He tried to fill in for Jenny who could not attend but Linda Sanford would not accept him as a voting member. A Fee Allocation Formula was approved that includes both the International Students and also (at Pieter's request) the out of state students.

After the meeting, Pieter took the numbers for 2009 -2010 provided by Ron Gerhart - the colleges generated a total of \$4.9 million. Pieter obtained the head count and % FTES from the BI tool and multiplied them and then using the Fee Allocation Formula he calculated the amount that would be allocated to each college and compared that to the amount in fees generated by each college. The results show that each college gets only 3.27 % of the fees that it generates.

Jenny reported on the meeting to which Laurie had invited Gloria Zarabozo (the head of the International Student Program at Diablo Valley College (DVC). Jenny pointed out that what is left out of the above formula is the fact that in a year every full time International or out of state student takes 30 units. The extra fees can go to the District but each college should be reimbursed taking into account the number of units that each student takes. The Fee Allocation Formula approved above is as if each student is only taking one unit.

Chuck pointed out that since BCC generated in 2009-2010 about \$1.47 million even if the district received a 37% overhead, BCC would have received over a \$1.0 million in fees.

Val asked what authority decided that the bulk of the fees goes to the District? Was that voted by PBC?

Pieter replied that \$1.2 million goes directly to the International Student Office (ISO) and the rest goes to the General Fund to reduce the deficit. Pieter is not sure if the PBC actually voted on this or if it is just a statement from the general office.

It was discussed and agreed that a fairer allocation needed to be established. We all felt that the BCC name and reputation was a bigger draw for International students than any activities/travels of the ISO.

Cleavon felt that there were two issues: the fair allocation of the fees to the colleges and the validity of the activities of the ISO. He proposed that we look at the fair allocation first.

Cleavon's preamble: Anything extra from out-of-state student should be distributed to colleges; we do not want this inequitable funding mode to help defray the inefficient handling of finances and debts by the district. This money should not go into the general fund in order to pay for the deficit. This is not keeping funding as close to the classroom as possible.

Jenny and Cleavon Proposed Motion:

Of the money that comes into the district from out-of-state students, \$1.2 million would be deducted and used to fund the activities of the International Students Office, and the rest would be distributed proportionately to each college based on the number of out-of state students enrolled/served at each college.

We voted on this one and it passed unanimously

Gloria Zarabozo from DVC recommended section 214.2F of Federal Guidelines about out of state and International Students. We should go through this and see if there is any legal basis for the current PCCD apportionment of out of state student fees.

Pieter will present the above motion to the DAS and to PBC.

Chuck suggesting doing a survey of the International Students at BCC to determine if the ISO did in fact influence their decision to come here and if so to what extent.

Mariella, last semester, asked the International Students in her communication class how they found out about BCC and they said they found it on the internet.

Cleavon suggested Linda McAllister and he will ask her if she might be interested in running the survey; Laurie also expressed interest.

Matt suggested that after we obtain the data from the survey, we may want to discuss this with other colleges to see if they want to use their own surveys and join in in an effort to decentralize the ISO activities.

Jenny suggested that Laurie start by surveying our BCC ESL students. Matt suggested that it would be extremely important to make it clear to the International Students that the results of the surveys are completely anonymous and confidential and would in no way affect their status.

5. Library

Mariella's student who take classes in the evening and on Saturday do not have access to the BCC Library. Would it be possible to extend Library Hours until 8 PM? Barbara agreed and thought we should ask the Administration how much it costs to keep the Library open and we should figure out how to push for more Library access for our BCC students.

Jenny suggested surveying students at BCC to find out who does not have access to the Library and use that assessment data to Josh's requests and work.

Cleavon asked if we as faculty give assignments that require the Library or do we avoid giving those assignments because the Library resources are not available. Do we use the Library in our instructional practice - such as Books on Reserve?

Pieter asked Josh what it cost to run the Library now - Josh replied that he has other priorities for funding besides expanding staffing such as buying/replacing books and getting more computers.

6. District Education Committee (DEC) Request to form a PCCD Student Success Recommendations Task Force

Question: Is this PCCD Student Success Recommendations Task Force being formed to discuss the implications of the State wide Task Force Recommendation or is it an attempt to form another Task Force at a more local level?

Could we have Joseph B. report to us about the status of the State Task Force?

Jenny Proposed Motion:

Before we can send forward 3 members of the BCC-AS to represent BCC on the proposed PCCD Student Success Recommendations Task Force, we would like to have more information about this Task Force; what are its “tasks”, roles, responsibilities and funding and how is it distinct from already existing bodies such as the District Education Committee; does this Task Force intend to function as a district political lobby to promote our local agenda at the state legislative level?

Val Proposed Motion:

Whereas we already have a state body that is addressing the issue of Student Success and it's not clear to the BCC-AS what the intent, and purpose of the PCCD Student Success Recommendations Task Force is, and how it is going to function, we would like to have more information and clarification about this new entity being created.

Matt Proposed Motion: We voted on this one and it passed unanimously.

We, BCC-AS, request further clarification from the District Education Committee as to what the roles, responsibilities and functions of the PCCD Student Success Recommendations Task Force would be and how it is distinct from currently existing state and district wide organizations and committees.

Pieter will email this motion this afternoon to Debbie Budd and he will forward her response to this group.

7. Assessment - to be discussed at the next meeting
8. Adjournment - at 1:08 PM