College of the Desert

K-14 Education Consortium

MINUTES FOR Friday, March 1, 2019	8:30 a.m.	Public Safety Academy, PSA 19 A&B
Members Present:	Adkins, Scott – Interim Director, Educational Centers Allan-Bentley, Beth – Project Director, CTE Aviña, Christina – Guidance Counselor, Palm Springs High School, PSUSD Baker, Jeff – Interim Vice President of Student Learning (Chair) , COD Ballard, Kim – Assistant Principal, Rancho Mirage High School, PSUSD Becerra, Sal – Counselor, Elite Academic Academy Becker, Zerryl – Dean, Applied Science & Business, COD Campbell, Sue – Counselor, Rancho Mirage High School, PSUSD Cota, Caroline – Principal, Desert Hot Springs High School, PSUSD Enders, Jessica – Director, Education Centers, COD Hernandez, Lisa – Principal, NOVA Academy Keuilian, Deanna, Administrator of College & Career, Ed. Services, DSUSD Mathis, Todd – Counselor, Mt. San Jacinto High School, PSUSD McCulloch, Duncan – Director of Secondary Curriculum & Instruction, PSUSD Nery, Annebelle – Vice President of Student Success, COD Peregrina-Kretz, Diliana – Director, Talent Search Grant Programs, COD Perotti, Marie – CTE Coordinator, CVUSD Phillips, Amanda – Dean of Counseling Services, COD Pinning, Steve – Director of Linked Learning, CTE, PSUSD Tabor, Karen – Dean of Math and Science, COD Thompson, Brian – Director, Regional CTE Project, COD Torres, Oscar – College and Career Coordinator, CVUSD Wood, Marcus – Senior Director of Curriculum Instruction, DSUSD	
Recorder:	Mary Lou Marrujo	

AGENDA

1. Call to Order (8:35 a.m.)		
2. Action Items		
2.1 Approval of Agenda		
DISCUSSION	None.	
CONCLUSION	Agenda approved as submitted.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
2.2 Approval of December 7, 2018 Minutes		
DISCUSSION	None.	
CONCLUSION	Minutes approved as submitted.	
FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE

2. Group Discussion

2.1 Student Success/National Awards/Program Updates – Annebelle Nery	

DISCUSSION	Annebelle Nery shared student success updates and recent recognitions at College of the Desert.
	
	 • EDGE and plEDGE are now called a full college completion program. EDGE is no longer just a summer bridge. Both programs combine all of the national best practices. They provide:
	    o first-year support with site student coaches
	    o second-year support where they continue with student success coaches, counseling and referral services
	    o peer mentors
	    o both programs are now offered to all incoming students
	    o plEDGE adds the civic engagement piece. Participants are required to complete 10 hours of community service during the academic year, however, many are doing 20, 30 and up to 100 hours.
	 • We are one of the only majority minority two-year institutions that have closed the gap for first-generation, low-income, and Latino students in access, persistence, course success rates, and completions. As a result of closing large equity gaps, we are able to refocus on our students and the multitude of issues they have and help them mitigate them so that they can focus on their education.
	 • For housing insecurities we have designated services for students experiencing homelessness, which includes a homeless student liaison.
	 • For food insecurity we have FIND Food Bank distribution dates at the Palm Desert, Mecca/Thermal, and Indio campuses.
	 • In the fall we are opening a central food pantry at the Palm Desert campus.
	 • We have recently institutionalized a campus meal plan.
	 • For transportation insecurities we have partnered with SunLine Transit Agency for our Haul Pass Program for three years.
	
	 2017-2018 STUDENT SUCCESS OUTCOMES
	 • Awarded nearly 1,600 degrees and certificates
	 • Transferred nearly 700 students to four-year institutions
	 • Average units at completion: 70, down from 77 in 2014 (Chancellor's office announced a goal to reduce average units of completion for an Associates' Degree from 87 to 78)
	 • Last year we were among the highest of all community colleges nationwide in social/economic mobility, as measured by students who:
	    o Moved up two or more income brackets
	    o Moved from the bottom to the top bracket

	CREATING SAFE SPACES FOR STUDENTS LATE SPRING/SUMMER
	• DREAM Center
	• Former Foster Youth
	• LGBTQIA+
	• A^{2}MEND (African American Males in Education and Network)
	
	HILB BUILDING RENOVATION
	• The Hilb, which is centrally located at the Palm Desert campus, is scheduled to open in January 2020. It will house:
	    o Library and Learning Resources
	    o 20 study rooms for students
	    o Tutoring & Academic Skills Center
	
	INDIO CAMPUS EXPANSION
	• Adding an additional structure of approximately 50,000 square feet
	• An outside pavilion for students
	• A full food service and dining hall in the new facility
	
	COMMENCEMENT 2019
	• Expecting approximately 700 participants at graduation ceremony
	• Moving to the Indian Wells Tennis Gardens
	• For the first time, graduation regalia for students will be paid for those who participate
	
	RECENT RECOGNITIONS—STATEWIDE AND NATIONWIDE
	• Nominated for 2019 Aspen Prize Nominee: Overall Institutional Excellence
	• Nominated for 2019 American Association of Community Colleges Awards of Excellence Finalist:
	    o Student Success
	    o Advancing Diversity
	• 2019 Bellwether Legacy Award Finalist: EDGE Program
	• 2018 Chancellor's Student Success: Student Education Plans
	• 2018 Examples of *Excelencia* Finalist: EDGE Program
	• 2018 Bellwether Award: EDGE Program
	• 2016 Chancellor's Student Success Award: EDGE Program

CONCLUSION	

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE

2.2 Dual Enrollment Orientation/Discussion – Amanda Phillips

DISCUSSION	Amanda Phillips introduced COD's new dual and concurrent enrollment liaison—Brian Thompson. Amanda proceeded to review a PowerPoint regarding dual and concurrent enrollment created for high school students and parents to be presented at orientation. (Copy attached) She asked for feedback on improving this presentation.

	Discussion ensued regarding the FERPA ACT (Family Educational Rights and Privacy Act). Amanda noted that through the K12 system parents have the right to access their child's educational records as those records belong to them. However, once they are enrolled in college the records they create belong to the student and college instructors cannot discuss student performance or other student-related issues with parents/guardians.
	 • Instructors only work directly with students. • A parent/guardian cannot contact their son or daughter's instructor regarding course content, progress, grades, assignments, grading, attendance, etc. • Dual and concurrent enrollment students are expected to take responsibility for discussing college issues directly with faculty and staff. • College officials may only assist the student with access to his/her student records. • Parents, guardians, relatives, or friends of students are not permitted to enroll, drop or add classes, or act on any college matters on behalf of the student.
CONCLUSION	

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE
• There was a question regarding dual enrollment classes where high school instructors teach the class. Are they allowed to include those grades in the student information system which would populate into the student's high school report card and educational records? • Add information about prerequisits and CTE classes to the presentation. • Once the student turns in their application, provide clear "next steps" so they understand the process. High school students are used to being given all the information as opposed to having to do it on their own.	COD staff will get an opinion on response Amanda Phillips	

2.3 Progress Update on the K12 Strong Workforce

DISCUSSION	Steve Pinning reported that PSUSD has completed their application and are now working on getting letters of support. The focus of their grant application is recruitment and retention to the programs. Deanna Keuilian reported that DSUSD is also applying. Their focus is increasing digital literacy.
CONCLUSION	

FOLLOW-UP ITEMS	PERSON RESPONSIBLE	DEADLINE

3. Information and Updates

3.1 Grand Salon – Zerryl Becker

DISCUSSION	Zerryl Becker advised that COD culinary students will exhibit their culinary handiwork during a "Grand Salon" culinary competition on March 13-15 in the Art building at the Palm Desert COD campus. The event is open and free to the public: Thursday, March 14 – 9a.m. – 8 p.m. Friday, March 15 – 9a.m. – 3 p.m.		
CONCLUSION			
4. Adjournment: The meeting adjourned at 9:35 a.m.			

NEXT MEETING:
April 5, 2019
8:30 a.m. to 10:00 a.m.
Public Safety Academy, 19A&B

Earning College Credit during High School

COLLEGE of the DESERT

Dual & Concurrent Enrollment

Program Mission

In the College of the Desert High School Dual/Concurrent Enrollment program, current high school students gain access to college level coursework and units. College of the Desert is committed to offering High school students clear pathways toward degrees and certificates that give them a jump start on post-secondary education and more likely to complete their educational goals.

COLLEGE *of the* DESERT

Benefits to Dual/Concurrent Enrollment

- Start making progress toward a degree and a career now

- Explore career pathways prior to high school graduation

- Get a head start on earning college credit

- Save money on tuition and fees

- Build self-confidence by take course with college level rigor and ease the transition to college

- Eliminate the duplication of coursework between high school and college

Drawbacks to Dual/Concurrent Enrollment

1. You have to pay for your books and materials for concurrent enrollment courses.

2. If you do poorly in the class, the grade will be on your OFFICIAL college transcript.

3. If you receive a "D", "F", "W," or "FW" (forget to drop the class), this could adversely affect your financial aid once in college.

4. It counts as one of your three times that you are allowed to repeat the same class in college.

How much time will I spend on a college class?

One unit (18 hours of instruction)

requires *at least two* hours of additional study time.

For a **3-unit course**:

54 hours of instruction

+

108 hours of study time
162 hours per course

For a **3-unit summer course**:

6 week course:

162/6 = 27 hours per week

8 week course:

162/8 = 20.25 hours per week

For a **3-unit fall or spring course**:

16 week course:

162/16 = 10.13 hours per week

COLLEGE *of the* DESERT

Should I take an online class?

- If you are an independent learner, self-motivated, and well organized, with consistent access to your own computer and internet access, then online education may be a good option for you.

- If you require immediate feedback on work, need to ask your instructors lots of questions, or are not independent and disciplined, then online education is probably not a good fit for your learning style.

- At College of the Desert, some classes are offered fully online—you will likely not meet your fellow students or instructor face-to-face.

- Some classes are offered as hybrid—you meet some class sessions on campus but other work is done online. The schedule of classes clearly states what type of class you are signing up for, so make sure you understand the difference and whether you are ever expected to be physically on campus for class sessions or exams.

- Find out more at:
http://www.collegeofthedesert.edu/students/oc/Pages/default.aspx

COLLEGE of the DESERT

Is a dual or concurrent enrollment course on my high school *really* a college class?

YES!!!

- The course content is the **same**.

- The learning outcomes are the **same**.

- The grade you earn is part of your **official college record**.

College courses, like high school courses, are designed for students to learn a skill and/or master material. If you take a course via dual or concurrent enrollment, there is an assumption that you are prepared for the next level of instruction.

COLLEGE of the DESERT

Attendance Policy

- Registered students must attend the first class meeting to avoid being dropped from the class
- Attend even if the first meeting is a lab
- For online courses, faculty have the right to drop a any student who does not complete the check-in procedure within 48 hours. The 48 hours clock begins at 8 AM on the first day of class

COLLEGE *of the* DESERT

Books and Course Materials

- Students can buy or rent books through the COD Bookstore
- Textbooks are also available through online bookstores – students purchase at their own risk!
- A copy of each textbook is available at the Library Reference Desk
- For courses at the Indio campus, a copy of each textbook is also available at the Indio Library Reference Desk

Which credits will transfer to CSU or UC?

- When the word "articulation" is used in education, it refers to the formal process of reviewing courses for equivalency between one institution and another.

- An articulation agreement between a community college and a four-year university (public or private/independent) determines which courses will transfer to meet general education, major requirements, and electives.

- Find out which courses transfer for the CSUs, UCs and CCC systems by going to ASSIST: http://www.assist.org/web-assist/welcome.html

- For information about private/independent articulation agreements, go to: http://www.collegeofthedesert.edu/students/tc/Pages/ar.aspx

COLLEGE of the DESERT

How to read the course catalog

ENG-001A   COMPOSITION (p. 199)   **4 Units**

This course introduces students to the demands of writing in the academic setting. Students learn the basics of critical thinking and research techniques as they apply to the writing process. Students then learn to apply the writing process in composing essays in response to their analysis of prose and poetry.

72   Repeatable: No   Grading: L

Prerequisite: ENG or ESL-051

Transfer Status: CSU/UC   Degree Applicable: AA/AS

COD GE: C4a   CSU GE: A2   IGETC: 1A

Must complete or score above

Counts toward COD Associate Degree

Transferable to CSU and UC campuses

Area under general education options

COLLEGE *of the* DESERT

How can I get help with my classes?

- You can use TASC-Tutoring & Academic Skills Center!
http://www.collegeofthedesert.edu/students/asc/Pages/default.aspx

- The Tutoring and Academic Skills Center provides a TASC Lab at virtually every COD campus for students to use for completing coursework and for obtaining guidance with classroom content. Friendly, knowledgeable staff will be there to assist you with any of the following services:
  - Peer Tutors and Faculty Liaisons
  - Language and ESL Lab facilities
  - Specialized software for various courses
  - Textbooks on loan for use in a TASC Lab
  - Computers for academic use and printing
  - Friendly, knowledgeable staff and faculty

- Online tutoring is available at:
http://www.collegeofthedesert.edu/students/asc/Pages/eTutoring.aspx

COLLEGE of the DESERT

Students with Disabilities

Will I be able to use the accommodations on my high school IEP or 504 plan?

- Your high school IEP or 504 plan is not a valid accommodation plan for students enrolled in COD courses regardless of location.

- COD Disabled Students Programs and Services (DSPS) representatives must meet with you to determine accommodations based on your documented disability through an interactive process. College academic accommodations may differ from your IEP or 504 plan. See: the COD DSPS website for more information.

- For dual enrollment students taking courses at your high school, during your regular high school hours, your high school counselor can help arrange a meeting time with DSPS to develop an academic accommodation plan.

- For concurrent enrollment students taking courses at COD or after high school hours, please contact DSPS directly.

(P): (760) 773-2534; (F): (760) 862-1329 dspsinfo@collegeofthedesert.edu

COLLEGE of the DESERT

Dual/Concurrent Enrollment

STEP 1: Begin the COD Application Process Online

- **If you have taken a class at College of the Desert in the previous semester, you do NOT need to re-apply. Just list your COD ID on the HS Dual/Concurrent Enrollment Form.**

- If you have never applied, begin an online application at: http://www.collegeofthedesert.edu/students/ar/Pages/gettingstarted.aspx

COLLEGE of the DESERT

Dual/Concurrent Enrollment

STEP 2: Complete the Dual/Concurrent Enrollment Registration Form

Important Information for Parents

The student is enrolled in a college course. **Under FERPA (Family Educational Rights and Privacy Act) instructors <u>cannot</u> discuss student performance or other student-related issues with parents/guardians.**

- Instructors only work **directly with students**. The type of parent/guardian interactions permitted at the high school level are not allowed by law.

- **A parent/guardian cannot contact their son or daughter's instructor** regarding course content, progress, grades, assignments, grading, attendance, etc.

- Dual and concurrent enrollment students are expected to take responsibility for discussing college issues directly with faculty and staff.

- **College officials may only assist the <u>student</u>** with access to his/her student records including the student's myCOD account, grades, transcripts, etc.

- Parents, guardians, relatives, or friends of students **are not permitted** to enroll, drop or add classes, or act on any college matters on behalf of the student.

Begin earning college credits today!

Welcome to COD!

Questions?

Brian Thompson

Manager, College & Career Access Pathways

bthompson@collegeofthedesert.edu

College of the Desert

43-500 Monterey Ave.

Palm Desert, CA 92260

COLLEGE *of the* DESERT