**Council on Education and Student Development**

April 28, 2009

**PRESENT:** Nadine Jenkins, Bill Coppola, Rebecca Riley, John Fishero, Cindy Casparis for Judy Murray, Bennie Lambert, Cher Brock, Joanna Boley, Thad Anglin, Feleccia Moore-Davis, Diana Pino, Kathy Fleming, , Larry Rideaux, Diane Novak, Jade Borne, Jim Taylor, John Fishero, Linda Luehrs-Wolfe

**ABSENT:** John O’Malley, Ed Albracht, Julie Leidig

Introduction of Thad Anglin, our new Vice President of Student Success at LSC-CF, welcome to the LSCS and CESD.

1. **Purge Calendar for 2010-2011** (Linda Luehrs-Wolfe) – The purge calendar should be developed around the same time each year at the same time as the academic calendar to avoid changes after the class schedules have gone to print. It was discovered that different information was being communicated to students relating to payment due dates, from four different areas at the system office: web team, student services, financial area, and curriculum and instruction. It was decided to send all decisions made about dates to Mary Lou Amann who will be responsible for checking the accuracy of the dates prior to distributing the information to students.

The Purge Calendar for 2010-2011 was reviewed by CESD and the VPADs. The following inconsistencies were updated: Spring 2011 Semester = A) Remove the 1:00 pm time from the Sunday, January 9, 2011; B) Web Reg & Treg Available on Tuesday, January 18, 2011; Summer 2011 Semester = A) Initial De-reg occurs Saturday, May 28, 2011 in the morning; B) Final purge is Sunday, June 5, 2011. Larry Rideaux will confirm with IT if registration is available on Monday, for classes which start Tuesday or for 2nd start classes or any sections that have not started yet and exactly what is feasible with the programming. The goal: If a section has been canceled, students can reregister as long as they do it before the posted begin date for the course. Online classes “first day of class” has been programmed as the first day of the semester.

(After speaking with Jim Mathews, Larry confirmed that once a semester begins, a student cannot drop a course for which he/she is registered via web/treg.  Adding a course is only permitted if the course is added prior to the begin date for a course; not necessarily the beginning of the semester. )

Student services council will post the different drop dates to the web, and provide a link to the financial aid web site. Student services council will draft a matrix which will list the different start dates, with the correct drop dates, and appropriate refunds which pertain to each. The new dates for the purge calendar will be distributed by Linda to all for review and approval.

1. **Third Payment Plan/Student Drops** (Larry Rideaux) – Larry requested a report on the number of students unable to make the final payment by the end of the semester. Discussion followed about if the data is available from Colleague and how to produce the reports. No complaints have been received from the students about the new policy of not getting dropped for missing the final payment. Diane Novak will check on providing the reports.
2. **Meeting with the VPADs and CESD** (Linda Luehrs-Wolfe) – This joint meeting will be scheduled every three months, with the next meeting scheduled September 8, 2009. Please send Linda any agenda topics you would like covered at this meeting.
3. **ACCUPLACER** (Larry Rideaux) – The AtD task force has recommended to CESD that ACCUPLACER replace ASSET effective the Spring 2010 semester. There is a cost benefit with ACCUPLACER, which is less expensive ($7.75) than ASSET ($14.00.) Bennie Lambert checked with ACT, and learned the company is in the process of upgrading their computer software to better support ASSET and will continue to support ASSET. **CESD decision**: COMPASS is the primary placement test with ACCUPLACER as the secondary test. ASSET will not be offered at LSCS after November 1, 2009. Linda Luehrs-Wolfe will send the placement scores for freshmen English chart to all the English and math curriculum teams, so the LSCS placement scores will be updated.
4. **Student Success Course** (Larry Rideaux) – The recommendation is to implement a mandatory student success course for all first-time in college students. It has been recommended to change this to a one semester hour course, 32 contact hour (one hour lecture, one hour lab). CESD approves sending this to the steering committee for further discussion and input. Bill Coppola will take this to the steering committee with the list of all the concerns expressed.
5. **Developmental Studies and Student Success Plan** (Linda Luehrs-Wolfe) – Item f was removed as all DS courses do not include study skills. Implementation of the success course needs to be expanded. The individualized learning plan for students has not been put in place at this time but is a mandated part of the state plan. We also need to address how to take into account the needs of students with learning disabilities with waivers for TSI. This plan will be updated and sent to SSC & VPIs for final review. Two issues for follow-up discussion include 1) how many times does a student take a developmental class before implementing a different course of action, b) provisions for students right on the borderline of the placement chart for moving into college-level courses.
6. **Program Review** (Linda Luehrs-Wolfe) – A summary of the draft of the new Program Review process and the measures were distributed in the CESD packets. The additional changes include more transparency, involvement by the VP determining future direction of the program and of advisory committee members in the SWOT process and final review of the program results. A program improvement plan will be developed based on the outcomes of the review process, if required. Items triggering an improvement plan include a program not meeting THECB graduation rates, placement rates, licensure rates, and gender differences. The VPs could request a program improvement plan for based on other measures as well.
7. **AAT** (Linda Luehrs-Wolfe) – The curriculum teams are creating a matrix which will define what the colleges practices are for the AAT. Walt Cooley will update Linda about the insurance required for this program. This item will be rescheduled for the May 12, 2009 VPI meeting.

Next Meeting: Full CESD Tuesday, May 5, 2009