

STUDENT OUTCOMES COMMITTEE OF THE BOARD OF TRUSTEES

MINUTES

Thursday, October 6, 2011

1:30 p.m. – M2-34

Presiding: Ms. Stacy Holland
Present: Dr. Stephen Curtis, Ms. Varsovia Fernandez, Dr. Judith Gay, Ms. Dorothy Sumners
Rush, Ms. Lydia Hernández Vélez
Guests: Ms. Marian McGorry, Dr. Wayne Wormley

(1) **Executive Session**

There was no executive session.

(2) **Public Session**

(a) Approval of Minutes of September 1, 2011

The minutes were accepted.

(b) Follow up to Culture, Science and Technology Audit

Dr. Gay asked for clarification of the Committee's intent for an action related to the Culture, Science and Technology Audit. The Student Outcomes Committee of the Board recommend that the Board accept the Culture, Science and Technology Audit and require a follow up report in February and an action plan.

(c) Management Program Academic Certificate

Marian McGorry stated that the Marketing and Management department recommends eliminating the Management Program Academic Certificate. Currently there are 12 students in the Certificate program.

Ms. Holland asked what industries recognize the certificate. Ms. McGorry stated that when the certificate was first developed there was a strong retail population. The College no longer offers a retail degree. Ms. McGorry stated that the proficiency certificates are doing well.

ACTION: The Student Outcomes Committee recommends the discontinuation of the Management Program Academic Certificate at the end of the 2011-2012 academic year.

(d) Achieving the Dream Update

Dr. Gay informed the Committee that the College has achieved the Leader College designation. Dr. Gay explained that the College is expanding the Achieving the Dream Core Team to get broader representation and more student success strategies will fall under the Achieving the Dream umbrella.

The meeting was adjourned.

(3) **Next Meeting**

The next meeting of the Student Outcomes Committee of the Board is proposed for **Thursday, November 3, 2011 at 1:30 p.m. in M2-34.**

Attachments

Minutes of September 1, 2011
Management Program Certificate

**STUDENT OUTCOMES COMMITTEE OF THE
BOARD OF TRUSTEES**

MINUTES

Thursday, September 1, 2011

1:30 p.m. – M2-34

Presiding: Ms. Helen Cunningham
Present: Dr. Stephen Curtis, Ms. Varsovia Fernandez, Dr. Judith Gay, Dr. Samuel Hirsch, Mr. Chad Lassiter, Dr. James Roebuck, Ms. Dorothy Summers Rush, Ms. Beatriz Vieira
Guests: Dr. Mary Anne Celenza, Ms. Laura Davidson

(1) Executive Session

There was no executive session.

(2) Public Session

(a) Approval of Minutes of July 7, 2011

The minutes were accepted.

(b) Culture, Science and Technology Audit (CST)

Dr. Celenza introduced the CST audit by stating that the strong components of the program are: (1) it is a vehicle into education for many students; (2) it gives students a chance to complete prerequisite courses while they wait to be accepted into a select program; and, (3) it is a good transfer degree. Weaknesses of the program are: (1) no defined faculty; and (2) students are assigned to the program.

Ms. Davidson identified the next steps are to look at more data; work to improve advising; address the needs of the various groups of students in the program; and make changes to the curriculum.

Ms. Summers Rush said advising has an important part to play. Ms. Davidson agreed. She said there are students who are placed in the curriculum versus choosing the curriculum. She said she sends weekly messages to all of the students in the curriculum. Ms. Summers Rush said students should be required to respond to the messages. Ms. Davidson said the ratio of students to staffing is an issue. She does track hits to the web page and sees every student who contacts her.

Ms. Fernandez said students should be contacted before they start taking classes. Ms. Davidson agreed and indicated that she tries to reach students during orientation, before they default into the program.

A question was raised regarding how many of the students in the CST Program ever get into the Nursing Program. Dr. Celenza said it is about three to four percent. Dr. Roebuck commented that someone needs to say to students that they may need to rethink their goal. Ms. Davidson agreed. She said the College's Student Success Committee is working on an electronic version of "getting in a student's face." Dr. Hirsch said it is an Academic Check Up system that will block registration under certain identified conditions. Students will have to see a counselor to discuss their particular situation. The goal is to be more intrusive.

Ms. Cunningham asked how the program is determining the number of students who want to get a job versus to transfer and whether they make an attempt to talk to people beyond the College to ascertain what job opportunities there may be. Dr. Celenza responded that they use advisory committees, groups like the Life Science Alliance, and EMSI software. She also said that a course has been developed, Allied Health 101, which provides students with an overview of career possibilities.

The Committee wanted a better sense of what could be accomplished in the short run for the Program. Ms. Cunningham stated that the Committee would like a progress report in February 2012 and a plan by June 2012.

Dr. Celenza agreed to the timetable and indicated that plans have already begun.

(c) Quality Viability Index (QVI) Performance Indicators

Dr. Gay distributed the summary data from the annual program review (QVI). She explained how she and the Deans will be using the information to help focus their attention and responses to programs.

(d) New Financial Aid Regulations

Dr. Hirsch provided an overview of the new Federal Financial Aid Regulations and the potential impact on students. He distributed a handout that is being used to help explain the new regulations to faculty and students. The major change in the regulations is that students who fail to meet progress as defined by both GPA and the number of credits attempted will now have only one additional semester to improve their status compared to multiple semesters that had been previously allowed. Students who do not improve their status will not be eligible to continue to receive financial aid. The new regulation could potentially have a significant impact on students' ability to continue at the College.

(3) Next Meeting

The next meeting of the Student Outcomes Committee of the Board is proposed for **Thursday, October 6, 2011 at 1:30 p.m. in M2-34.**

Attachments

Minutes of July 7, 2011

Culture, Science and Technology Program Audit

Quality Viability Index (QVI) Performance Indicators

Financial Aid Document: Make Progress or Risk Losing Your Financial Aid

**COMMUNITY COLLEGE OF PHILADELPHIA
Business and Technology Division**

Marketing and Management Department

**Recommendation
to
Discontinue**

Management Academic Certificate

Writer: Marian McGorry

Facilitator: Pete Watkins

August 31, 2011

**Business and Technology Division
Marketing and Management Department**

Recommendation

The Marketing and Management Department faculty recommend discontinuing the Management Academic Certificate at the end of the 2011-2012 academic year.

Rationale for Recommendation

In today's workforce, there are limited job opportunities for individuals with a Management Academic Certificate. Employers are seeking workers with a minimum of an Associate's degree.

Presently, there are 12 students enrolled as majors in the Management Academic Certificate. (See Appendix A.) Six (6) of the students listed under this curriculum code have not taken any courses required for the Management Academic Certificate.

The courses offered in the Management Academic Certificate can be applied towards the Business Associate in Arts Degree, Business Administration Associate in Arts Degree, and the Accounting Associate in Applied Science Degree programs. Therefore, students enrolled in the Management Academic Certificate program will have other program options available to them.

Plan for students currently enrolled in the program

Currently, 12 students are identified as majors in the Management Academic Certificate program code. Students who are currently enrolled in the Management Academic Certificate will be notified of the closure of the program by the Assistant Dean. The Assistant Dean will advise the students to select another program based on their educational goals and/or interests.

APPENDIX A

MANAGEMENT CERTIFICATE

