Community College *of* Philadelphia

STUDENT OUTCOMES COMMITTEE OF THE BOARD OF TRUSTEES

Thursday, September 3, 2020
1:00 p.m.

Zoom

<u>AGENDA</u>

(1)   Executive Session

(2)   Public Session

      (a) Approval of the Minutes of June 4, 2020   (A)

      (b) Transition to Remote Learning Update   (I)

      (c) Structure of Student Outcomes Committee Meetings   (D)

      (d) New Business

<u>**Attachments:**</u>
Minutes of June 4, 2020
Student Outcomes Committee Monthly Topics Calendar

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

MINUTES

**Thursday, June 4, 2020
1:00 p.m.
Zoom**

Presiding: Ms. Fulmore-Townsend

**Committee
Members**:   Mr. Clancy, Ms. Jean-Baptiste, Ms. Posoff

**College
Members**:   Ms. de Fries, Dr. Gay, Dr. Generals, Dr. Roberts

Guests: Ms. Frizell, Ms. Washington

(1)   <u>Executive Session</u>
There were no agenda items for the Executive Session.

(2)   <u>Public Session</u>

(a) Approval of the Minutes of May 7, 2020
The minutes were approved unanimously.

(b) Data Summary for Program Reviews Presentation
Ms. Frizell, from the Office of Academic Assessment, discussed the Academic
Performance Review – Key Indicators Guide. This will be included for Student
Outcomes Committee members with academic program reviews. It was developed by
Ms. Frizell, Ms. Gordon (Academic Assessment Coordinator), and Dr. Gay, with
input from the academic deans and Dr. Hirsch. The key indicators are enrollment,
demographics, retention, completion, internal and external relations, transfer,
assessment, and cost. A program's enrollment trend will be compared to that of the
College and will consider full- and part-time students. Regarding demographics, the
Committee noted that equity is important to examine at the program level. The review
of demographics data can lead to the important question of what faculty are doing to
close gaps. Retention addresses fall-to-spring, fall-to-fall, and number of credits data.
Data is disaggregated, though for small programs the numbers are too small to be
meaningful. Faculty will look into why students do not return. Completion data is
also disaggregated, trends are noted, and faculty are asked what programs are doing

to increase the number of graduates. Internal and external relations and transfer touch on how faculty leverage their connections outside of the College, whether it be with local employers to develop work-based learning experiences or with transfer partners. These types of relations will be different for career and for transfer programs. For assessment, data should be disaggregated at the program- and at the course-level. Faculty are encouraged to utilize research-based methods to make adjustments to improve student learning. Faculty are expected to discuss assessment practices and results at their monthly meetings. With cost, the return on investment is examined. This included staffing and equipment and is relative to cost of other programs. Ms. Fulmore-Townsend proposed that the finalized list should be included in the Board's orientation and toolkit.

(c) **Strategy for Career Connections Department Presentation**
Ms. Washington, in her role as Director, presented on the Career Connections unit within the Division of Workforce and Economic Innovation. Ms. Washington described how when the unit was starting, the focus was on serving students and their immediate needs. The unit has been transformed to be more robust and embeds employer-focused career-readiness to help students. Moreover, as the College began to fully implement Guided Pathways, Career Connections pivoted to more academic integration of its efforts. There are three areas under Career Connections: employer services, student services, and faculty and academic support. The College's strategic plan informed the goals and objectives of the unit. Ms. Washington presented an overview of the unit's milestones for the past three years, including integrating better software, extending workshops to regional centers, and hiring more staff. Recently Career connections has been working with the deans, the associate vice president, and the vice president of Academic and Student Success to develop a model to engage faculty. The unit's new staffing model has three Pathway coordinators and a manager of employer partnerships. Ms. Washington provided data on student usage of various software tools, showing an overall increase. The unit has surveyed employers to track the hiring of College students. The unit has set goals for engaging employers based on the number of students in academic pathways. Information on work since the pandemic was also presented, including outreach to both students and to employers. Board members suggested more information on the number of programs per Academic Pathway might be helpful. Further details on the recent work of Career Connections are in the attached PowerPoint document.

(d) **New Business**
There was no new business.

<u>Next Meeting</u>
The next meeting of the Student Outcomes Committee of the Board is scheduled for
September 3, 2020 at 1:00 p.m. via Zoom.

<u>Attachments</u>:
Minutes of May 7, 2020
Academic Performance Review – Key Indicators Guide
Career Connections presentation

Student Outcomes Committee Calendar
Monthly Topics
2020

SOC Meeting	Topics Scheduled to be Addressed
February 2020	• Culinary Arts Program Review • Education Programs Review Follow-Up Reports • Review of Annual Calendar
April 2020	• Faculty Promotion Approval • CCRC KPI Data for Guided Pathways • Behavioral Health/Human Services Program Review • English Program Review
May 2020	• Updated Board Dashboard (Indicators 1.1-1.6, 1.8-1.9, 1.11-1.13, 1.16, 1.19, 1.24-1.25) • Workforce and Economic Innovation Update • Liberal Arts – Honors Option Program Review • Religious Studies Program Review • Business, Entrepreneurship and Law Pathway Certificate Reviews
June 2020	• Construction Management Program Review • Facility Management Program Review • Dual Enrollment Update
September 2020	• Workforce and Economic Innovation Update • Design, Construction and Transportation Pathway Certificate Reviews • Review of SOC Calendar
October 2020	• Updated Board Dashboard (Indicators 1.7, 1.10, 2.1-2.4, 3.1-3.6) • Digital Forensics Program Review • Liberal Arts – Social/Behavioral Science Option Program Review
November 2020	• Updated Board Dashboard (Indicators 1.14-1.15, 1.17-1.18, 1.20-1.23, 1.26, 4.1-4.11, 5.1-5.4) • Workforce and Economic Innovation Update • Automotive Technology Program Review • Medical Laboratory Technician Program Review