

# Community College *of* Philadelphia

**AGENDA**  
**Institution-Wide Committee**  
**Monday, August 16, 2021**  
**2:30 pm**

## **ZOOM Meeting**

### **I. Call to Order**

The meeting was called to order at 2:35 p.m. by Sam Hirsch.

### **II. Attendance**

#### Delegates

Federation: Karima Bouchenafa, Rainah Chambliss, Louise Jones, Sean Sauer (Co-Chair)

Administration: Carol de Fries, Dave Thomas, Sam Hirsch

Students: N/A

#### Alternates

Federation: Raquel Brickhouse, Stanley Walling, Jackie Bryant

Administration: Lisa Hutcherson (Voting), Leila Lawrence

Students: None

#### Guests

Victoria Zellers

### **III. Old Business** – No items were discussed.

### **IV. New Business**

#### **a. Policy on Academic Standards and Progress**

S. Hirsch led the discussion on the updates to the College's Policy on Academic Standards and Progress (P&P 8) that needed to be discussed and voted for recommendation to Dr. General's' by the members of the IWC. Dr. Hirsch shared a red line version of the policy on the Zoom screen and went through in detail all the large and minor adjustments made to the policy.

He noted that the changes to the Academic Standards and Progress Policy require IWC voting approval so that it can be put in place for the upcoming semester, which also necessitated an August meeting of the IWC.

S. Hirsch noted that the policy needed adjustment due to other changes required by the US Department of Education Financial Aid audit. Unlike the

# Community College *of* Philadelphia

mandated changes in P&P 5 that the College was mandated to make, this policy required changes but the College had some level of discretion as to the changes we could make to the policy. At issue is the time by when students understand when they might be placed on warning as to their academic progress. The past policy was calculated after 12 credits, and required a 67% completion rate. The mandates require that students understand their status from their first credit.

S. Hirsch indicated that they consulted with several institutions and other consultants as to the type of system the College could put in place that could be the least harmful to our students. The revised policy provides a tiered approach to the completion percentages based on total credits earned with a 50% completion rate up to 12 credits; a 60% completion requirement for 13-18 credits; and a 67% completion standard for 19 credits and above.

Based on that consultation, they ran several data runs of the revised policy to assess the impact and ensure the policy minimizes the number of students that may be adjusted earlier into academic warning. These runs, last done at the end of July, reviewed 10,000 students, which included students up to 12 credits. It found that of those 10,000 students, 720 a .07% of total students evaluated, would fall into academic warning. However, only 180 students of that subtotal would fall into academic warning earlier than anticipated. While we need to work with these 180 students now that they will be moved into academic warning, this is a much lower number than anticipated. Had the College chosen to apply the 67% completion at credit 1, many more would be impacted.

The policy inserts sample calculations to show the impact of the tiered approach to better clarify and calculate their academic standing.

Questions raised:

K. Bouchenafa asked that the language of the final policy be adjusted to be gender neutral and not reflect "he/she." S. Hirsch indicated the final policy would remove these references and correct that language.

S. Sauer asked about the term "Quality Points" and S. Hirsch noted that each grade letter is assigned numeric points from which you calculate GPA. The USDOE refers to these as "Quality Points." (example: A = 4 quality points). S. Sauer also asked about the language crossed out regarding Withdrawals. S. Hirsch noted that this is a reference to the new P&P 5, which removed this sentence from P&P 5 and was mandated. It was tied to making it clear that the College is not a daily attendance taking

# Community College *of* Philadelphia

institution. S. Hirsch noted that an FAQ is being developed that will go out with the new policy announcement to help faculty understand it.

S. Walling noted that he believes the changes are more beneficial to students and won't put as many into probation. I and MP grades are no longer calculated into GPA and therefore are no longer a negative impacting a student's GPA. He believes the overall effect will keep students in school.

C. de Fries asked about what communication will take place to those 180 students who we know will be moved into earlier warning and if they will get additional counseling and other services. S. Hirsch noted that the final numbers may be adjusted given that the numbers were last run in July. He also said of the 180, only 29 students are actively registered. All will be notified and provided counseling. In particular, he said that students who fall into warning early tend to not re-register. There is hope that this earlier warning system can help students better understand why they need to remain in good standing, but it also will help change the pattern of students who don't return if they do not do well up front. The rule will help students better understand their academic progress and it also provides an opportunity at New Student Orientation to emphasize that academic progress matters. It was also noted that Starfish can also be used to flag these issues.

S. Walling asked if P&P 5 is now eliminated. S. Hirsch noted this is its own Policy #8, and P&P 5 remains.

J. Bryant asked that if we are not officially a daily attendance institution, why do we have an FS grade? S. Hirsch noted that it is tied to the return to Title IV federal regulation; the College must return financial aid for a student who does not complete a semester. This grade was developed to distinguish between a student who earned an F, and a student who failed due to a lack of attendance and the date by which that happened.

C. de Fries made a motion for the IWC Committee to recommend the new policy to Dr. Generals as reviewed with the redline version and with the changes made as reviewed by S. Hirsch. The motion was seconded by R. Chambliss. No further discussion took place. The motion passed unanimously by all voting Federation and Administration members. There were no abstentions.

Meeting adjourned at 3:15 p.m.