

Academic and Scholastic Standards Committee Meeting

Meeting Minutes: October 7, 2020

Call to Order: Beth Dunn called the regular meeting of the Academic and Scholastic Standards Committee (ASSC) to order on September 2 at 2pm.

Present: Frank Alvino, David Anderson, Sandra Bowling, Jennifer Davidson, Beth Dunn, Joyce Fritz, Pamela Harmon, Denise Jones, Nicole Kowalik, Dorota Krzykowska, Kevin Li, Jennifer Linderman, Victor McCullum, Kent Randall, Ric Segovia, Ken Smith, Jocelyn Velaquez, Linda Wilkins, Tracy Wright. Guest: Belkis Capeles

Housekeeping

The September minutes were approved.

Updates/Discussion Points:

- Collaboration with Guided Pathways Steering Committee (Report from Deans Davidson and Li)
The Guided Pathways Steering Committee did not offer any clear guidance. We have offered our support. If they present us with a recommendation or proposal we have offered our support. Our committee alone is not enough. Many more committees need to be involved in any intervention strategies.
- Research from Kurian and Shelley (2015) (Report from Beth Dunn)
A power point was shared that highlighted relevant data related to Triton College and our sister institutions. Discussions centered around the timing of the last day to withdraw. Financial aid offered that students will receive funds if they have completed 60% or more of the class. Kevin questioned why Oakton's number was below that at 55%.
D. Lenier Anderson commented that students withdraw because they aren't as prepared as others in the Microsoft Office Suite. He offered that many students are intimidated that their peers seem to know word, excel, and power point better than they do. He explained that we cannot assume they know how to use these tools and that they are a necessity in many courses. He believes many instructors assume the students received training in high school. Victor McCullum agreed with Anderson.
Tracy Wright explained that the role of the counselor is changing at Triton. Counselors will now deal with the personal well-being of the student while the advisors will deal with the academics.
Kevin Li commented that students need to be coached into determining if their decision to withdraw is rationale. He mentioned TRUDY as a tool that can help

students with their decision making. He stressed that students need to understand the consequences of a W.

- Nursing Program Policy
 - Nursing Regulations
 - N207 Syllabus

Joyce Fritz and Pamela Harmon commented on the withdrawal policies in Health Careers. Students in Health Careers cannot withdraw themselves from classes from the Portal. Those students need to speak to the instructor. This is because students may not understand the implications of the W, and because students need to return ID's and equipment from the hospitals where they are clinical interns.

Kevin commented that cohorts tend to have less drop outs and that health careers is an example of this.

Denise Jones explained that there are 4 full time and 7 part time advisors. There isn't enough staff to support an initiative that requires all students wishing to withdraw to get a signature.

- What can ASSC do?
 - Professional Development for faculty
 - Educate students
 - Policy Improvement/Adjustment
 - Advise multiple types of policy revisions

Our 2020/2021 Goals:

- **Present a Withdrawal or Academic Progress Policy to the Senate**
- **Help develop a mechanism that encourages completion and discourages withdraws.**

Other Questions:

- Should instructors drop students for not attending or just assign an F?
- What are the implications of instructors not withdrawing students?
- Should instructors be able to withdraw up to 10days?
- Why isn't there an official Board Policy?
- What do other colleges do? How do we research this?

Action Items:

- ✓ **Research Attendance Taking Schools vs Active Pursuit Schools (Beth Dunn)**
- ✓ **Research [Oakton Community College's Policy](#) (Beth Dunn)**

- ✓ **Ask Kurian for research regarding the success rate of repeaters (check the research we received last year) (Beth Dunn)**
- ✓ **Determine if our sister colleges allow instructors to withdraw students.**

Next Meeting: November 4, 2020

Current Policies and links for reference:

[BOT Policy #5206 Class Attendance](#)

From the website:

How do I withdraw from a class? —

If you wish to withdraw from a class after regular registration, you must withdraw officially by submitting a withdrawal form to the Welcome Desk prior to the withdrawal deadline or by withdrawing from the course in your [MyTriton Portal](#). A student who does not withdraw officially from a class is subject to an "F" grade. Remember, if you are not attending a class, it is your responsibility to drop the class. Your teacher cannot and will not automatically drop you.

Talk to your counselor about deadlines for dropping classes or you can refer to the Academic Calendar (Deadlines differ depending on the start/end dates of the course) or view your schedule in your [MyTriton Portal](#).

Your counselor can also help you explore the pros and cons of your decision. Withdrawing a class may impact your financial aid or athletic eligibility. Check with those departments or a counselor before withdrawing a class.

From Triton College Catalog 2019-2020 (also on Website)

[Schedule Changes/Withdrawals](#)