

FOOTHILL COLLEGE

Integrated Planning & Budget Task Force

Agenda
January 14, 2020
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	Withdrawal Grades Model Discussion
3	Admissions & Records Student Success Template

Members in Attendance: Doreen Finkelstein, Lene Whitley-Putz, Kristy Lisle, Debbie Lee, Lara Triona, Laurie Scolari, Lan Truong, Ram Subramaniam, Elias Regalado, Bret Watson, Valerie Fong, Anthony Cervantes, Asha Jossis, Lisa Ly, Isaac Escoto, Paul Starter

1) Meeting Minutes

- [The committee voted and approved the meeting minutes by consensus.](#)

2) Withdrawal Grades Model Discussion

- Doreen presented the new withdraw grades:
 - FW: Faculty Withdraw
 - MW: Military Withdraw
 - EW: Emergency Withdraw
- The discussion questions were as follows:
 - How should the new grades be reported in Foothill's model?
 - How should we come to consensus as a district about how to treat these new grades in program review?
- There was some discussion on whether FW, MW, and EW should be graded as a type of Non-Success or as a Withdrawal.
- The committee discussed a few considerations:

- The reasons for using an FW should be identified.
- Success and Non-Success indicate factors that are within faculty control, but FW, NW, and EW may not be within faculty control.
- The committee will take this discussion to Academic Senate, Academic Professional Matters, and Equity and Education for feedback and will report back to IP&B.

3) Admissions & Records Student Success Template

- Laurie and Anthony presented the A&R template.
- The committee reviewed the template and made edits.
- There was a request to include data trends for the following areas:
 - Completion of CCC Apply
 - Completion of assessment requirements
 - Completion of orientation
 - Completion of education plan
 - Register for classes
- There was an additional discussion to include data trends and questions related to:
 - The service areas of A&R (i.e., cashiering, drop for non-payment, holds)
 - Gender breakdown
 - Comparison to college data (if applicable)
- The A&R template will be revised and reviewed at the next IP&B Meeting on January 28th.

For additional information on meeting minutes, please contact Kelaiah Harris at harriskelaiah@fhda.edu.