



Dual Enrollment Workgroup Meeting
Wednesday, August 3, 2016
(1-3pm)
College Conference Room, Grossmont College
Meeting Agenda

<i>VC, Workforce & Organizational Development</i>	<i>John Valencia</i>	x	<i>Dean of Career & Technical Education CC</i>	<i>Kate Alder</i>	
<i>Acting Department Chair CC</i>	<i>Amaliya Blyumin</i>	x	<i>Dean Career & Tech Ed/Workforce GC</i>	<i>Javier Ayala</i>	x
<i>Dean English/Soc/Behavioral Sci GC</i>	<i>Agustin Albarran</i>		<i>Dean Counseling Services GC</i>	<i>Martha Clavelle</i>	x
<i>VP Academic Affairs GC</i>	<i>Katrina VanderWoude</i>	x	<i>Interim Assoc. Dean Student Equity & Engagement CC</i>	<i>Jesus Miranda</i>	x
<i>Dean GC</i>	<i>Michael Reese</i>		<i>Interim Dean GC</i>	<i>Susan Schwartz</i>	
	<i>Helen Liesberg</i>	x	<i>Recorder</i>	<i>Laurie Lovell</i>	x

Item	Summary/Action	Communication Yes/No (To Whom/By Whom)
1. Welcome	John gave a recap that the Dual Enrollment meeting was a month ago where this sub committee was formed. AB288 is upcoming	
2. Higher Edge Dual Enrollment Program	<p>The criteria of the Higher Edge Scholarship is to do a Dual Course and a districtwide process of how to make that work is being created. Jesus met with the department chairs from each group and the faculty discussed what they would be interested in doing. A .5-unit class was discussed and can be offered that is short and quick for the student. Face to Face is most functional or online classes and having them face to face will also inspire the 40% to attend. These classes will be led by college faculty on the first go around until another way can be figured out. The High School district does like the idea of online classes. Being that it is a .5-unit class they can be done in small increments such as after school or on Saturday.</p> <p>There is not enough time to create a class for this purpose. The basic Cuyamaca 101 or Grossmont 104 class would be considered. It is possible to create a .5 class and have it ready for future fall enrollment. A suggestion to imbed computer time for the students during these courses for support.</p> <p>A question of who implements the classes was brought up and how will it all play out to so many students for example how many students, how many classes, order books, book the rooms. With the classes being offered to everyone it is approximately 4500 students. The Chairs are concerned</p>	

about the paper trail and coordination of the classes. There can be testing done with a pilot program.

For the course to be created it is pushing back to implementation time from Spring 2017. Logistics is a conversation that needs to take place. Getting a high school student to apply there are quite a few loopholes. How to help students with the career exploration? The discussion of if the course should be degree applicable. To make it as a degree applicable course it is an opportunity for success and that it will count toward the student's GPA and students will want to succeed more. In the discussion a way to not cause more problems for the students to have the need to succeed it would be better for it to be a non-applicable course. Currently and in the past College Now or a college coordinator who are a separate entity have worked with the High School to help with logistics.

- Applying is number 1. When a student applies they are asked to choose CC or GC which will need to be addressed. A uniform application can be piloted for this process to eliminate the choosing factor. Will they go through matriculation?
- High School Authorization forms mandatory. Parents and High School Counselors must sign this form. The forms can be given out in the high school registration packet for students.
- **Manual Enrollment is where the push back will be with over 4,000 students applying. An add card is needed with a student's signature. Select faculty and train them, classes to offer, and place course on wb. There might issues with residency at this point if they could be charged or not. High school residency and GCCCD residency are different. Residency does matter at the college.

1. Apply and choose
2. Go through online matriculation and the assessment bypass would need to be completed.
3. Take High School Auth form to the high school and have it signed by the counselor and have the parent sign it and hand carry it to submit it to A&R (cut out the process of turning in the form personally). The forms are given to student at the High Schools. It is a District form that is a legal document.
4. Data input
5. For manual enrollment student's musts take the add card sign it and give to A&R personally. Now they are registered.
6. Log into web advisor and check to see if there is residency. If no residency there should be no fees
7. Now students should be ready to show up to class although not possibly knowing what books to have. (Select t faculty and train to teach courses and evaluation.)
8. Census – student must be there to get the credit and the grade for the class.

The purpose is what should lead this project and the purpose is the face to face with the students. At some point there will be 4 cohorts going on at once.

3. Creating Dual Enrollment Program		
4. Next Steps	<p>Option - Bus in students for an orientation as a one stop shop for registration. Get it on the calendar now. Use high school busses. Only do Friday's. Get this on the High School calendar for fall of 2017. Field trip authorization would also come with the student's paperwork to bring when busses in.</p> <p>Before meeting with counseling see if the promise Friday's are an option.</p>	
Next Meeting:		