Meeting Minutes: Committee on Learning Support and Developmental Studies

Academic Committee on Learning Support and Developmental Studies
Minutes, April 30, 1998
10:00 A.M. - 2:45 P.M.

I. Call to Order and Introduction   . Curtis Ricker, Chair, called the meeting to order. Sherrie Nist, the new Director at The University of Georgia, was introduced.

    a. Karen Nunn, from OIIT, gave an overview of the processes used to establish Learning Support requirements in Banner. She also provided more speciﬁc information in response to a number of questions:

        1. ZORLSUI can be used to report the students who have exceeded the number of attempts allowed.

        2. In Banner, Learning Support courses have been given a speciﬁc number that identiﬁes them. If a student takes an Learning Support course but has no Learning Support requirement established on ZOAGARP, Banner will report the student to SIRS as a V.

        3. OIIT is aware that Banner uses SAT score in determining LSP status for students who are being tested because of CPC only, but the problem has not been corrected.

        4. Monitoring Learning Support students' enrollment in regular-credit classes for which they do not meet prerequisites will be easier when CAPP is fully implemented in the 3.0 version of Banner.

        5. ZPRHOLD can be used to control for the 20-hour rule. Banner can select a sample of students who have accumulated 20 hours and still have Learning Support requirements.

        6. ZORRTPR is a Regents' Test update process which uses scores in SOATEST to update ZOAGARP. This process should be run whenever scores have been entered and at the end of the semester.

        7. Several schools in the System have written methods for assigning levels to Learning Support requirements, making it possible to place student in the correct Learning Support class.

        8. ZORPRQD can be used to drop students who preregistered but then did not pass their Learning Support course(s).

        9. Documentation on all Georgia Modiﬁcations is available on individual campuses. Other sources include ftp.peachnet.edu or Karen Nunn at karen_nunn@oit.peachnet.edu. Directors may also

want to subscribe to GABEST L, a list-serve for Banner.

II. **Revision of Policies and Procedures**. The Committee agreed on a number of editorial changes to the draft. The Committee also agreed on several more substantive changes, including:

   a. deleting DS or Developmental Studies references from the Procedures,
   b. changing 1(a) to read "non-traditional students exempt from SAT and CPC requirements" and,
   c. deleting "All grades or symbols used must reßect student status in a course rather than in an LS/DS area" from III.F.,
   d. changing III.B. to read "Learning Support departments or divisions shall coordinate academic advisement of students with Learning Support requirements to insure that these students are informed about these requirements."
   e. changing the Þrst paragraph after IV.A.3. to read "Institutions may submit requests to the Senior Vi ce Chancellor for Academic Affairs to have Learning Support exit level courses in English, reading, and mathematics serve as co-requisites for college level courses. These courses must be designed to provide instruction to supplement the speciÞc core courses."
   f. deleting "Students may not accumulate more than 20 semester hours of college level credit before completing all LS/DS requirements" from IV.B.2. and beginning the second sentence with "Students who have accumulated 20 semester hours...,"
   g. substituting "with a W" for "before midterm" in IV.B.3.

The Committee also approved two recommendations for consideration by the Administrative Committee on Academic Affairs:

   a. "The Academic Committee on Learning Support recommends the adoption of a revision (Attached) of the current policy on Learning Support/Developmental Studies (Board Policy Manual 303.02) and speciÞcally endorses the wording requiring a separate department or division, a separate budget, and a separate core faculty."

   h motion w s m   y rol   ms n s on   y n li   oor   h motion w s pprov   y m jority vot

   b. "The Committee recommends limiting the names of departments that offer Learning Support to those currently approved by the Central OfÞce."

   h motion w s m   y n li   oor   n s on   y   ky   s y h motion p ss   y m jority vot

III. **Central OfÞce Reports**

   a. **Regents' Test Survey**. Kathleen Burk distributed the survey and requested that Directors who are in charge of Regents' remediation Þll out the survey and leave it with her.

b. COMPASS cut-off score for English . Dr. Burk distributed data indicating that the cut-off scores for English on COMPASS is too low. As of fall 1998, the new cut off will be 60. Institutions are encouraged to make the change for summer 1998 if possible.

Sheryl Gowen made a motion asking that the Executive Committee appoint a task force to review CPE and COMPASS minima in mathematics and reading. The motion was seconded by Rosalyn Jones. The motion passed unanimously.

c. Course numbering . Dr. Burk asked that the Committee clarify the approved use of course numbers in Learning Support courses. Some institutions have been using 0097/0098 as their sequence. After much discussion, the following interpretation was agreed on:

0097 or lower is for a non-exit level course.
0098 and 0099 are for exit level courses, with 0098 being the second exit course.
Institutions with two-course sequences should use 0097/0099, unless they have an alternate exit course. In that situation, the institution should use 0097/0098/0099.

IV. Discussion of ESOL Programs . Carol Pinson distributed a draft of Gainesville College's proposed policy for ESOL students. She requested that institution respond to the proposal.

V. Tutorial service . Lottie Scott (representing Cyndee Geoffroy) announced that the results of the tutorial survey conducted by Cyndee Geoffroy were available.

VI. System grant report . Curtis Ricker distributed a list of institutions and asked that directors Þll in the name of the faculty member who received a System grant and the name of the person to call on their campus to verify that the money was received.

VII. New ofÞcers . The Executive Committee met after the Committee meeting adjourned to appoint ofÞcers for next year. Sherry Jones will serve as Past-Chair, Shirley Hall will serve as Chair, Bill Dodd will serve as Chair-Elect, and Carol Pinson will serve as Secretary.

VIII. The Committee meeting adjourned at 2:45 p.m.

Board Policy Manual 303.02

Each institution that admits students required by University System policy to enroll in Learning Supp ort courses before or as they attempt core curriculum courses shall have a separate department or division for me eting the academic needs of such students. The program shall be designed, at a minimum, to meet the speciÞc ne eds of students who, according to University System placement standards, must enroll in Learning Support. In stitutions may set higher standards for placement, and the program may include other learning support components .

Each such department or division shall have its own budget and staff and shall report directly to the chief

academic ofÞcer or to his/her designee.

The Chancellor will issue administrative procedures regarding the operation of these programs.

ATTENDANCE ROSTER

Name	Institution
Kathleen Burk	Central OfÞce (Board of Regents)
Jim Head	Dalton College
Curtis Bailey	Atlanta Metropolitan College
Francesca Taylor	State University of West Georgia
Rosalyn Jones	Albany State University
Becky Casey	Kennesaw State University
Rosie W. Petties	Fort Valley State University
Janet O'Brien	Georgia Southern University
Carol Callahan	Floyd College
LaVerne B. Cooper	Coastal Georgia Community College
Carl McDonald	South Georgia College
Rick Reynolds	Clayton College and State University
Lottie Scott (for Cyndee Geoffroy)	Armstrong Atlantic State University
Carol Adams	Bainbridge College
Michael McKinley	Valdosta State University
Beth Saxon	Abraham Baldwin Agricultural College
Carol Pinson	Gainesville College
Judy Forbes	Gainesville College
Pat Dwinell	The University of Georgia
Sherrie Nist	The University of Georgia
Pat Boling	Columbus State University
Tabitha Barnette	Georgia Institute of Technology
Betsy Kidwell	Georgia Institute of Technology

Sherry Jones	Georgia College & State University
Curtis Ricker	Georgia Southern University
Shirley L. Hall	Middle Georgia College
Angelia Moore	Georgia Southwestern State University
William R. Thurman, Jr.	Gordon College
Bari Haskins-Jackson	