

Missouri Department of Higher Education
COTA AC Meeting Minutes Draft
December 16, 2010
Conference Call

1. *Members Present:*
Debbie Schatz, Yvette Sweeney, Victor Price, Melissa Hattman, Artie Fowler, Terry Smith, Cathy Plunkett, Kathleen Burns, Jerry Patton, Bridget Johnston (DHE liaison)
Members Absent: Christa Weisbrook (UM System liaison) LaShonda Boone
2. *It was moved by Melissa and Seconded Kathleen to approve the Minutes of the October 28 meeting: motion carried*
3. *It was moved by Artie and seconded by Melissa to approve the November 18 meeting minutes: motion carried.*
4. COTA Meeting Report;
 - ✓ *Deb provided an overview the following overview of the December 15, 2010, COTA Meeting and there was conversation about several areas.*
 - ✓ *We would like to ask Rusty for some more information on the LAMP merger and Smarter Balanced Assessment Consortium (SBAC).*
 - ✓ *Kathleen discussed the dual credit issue and the reported concerns that it is not measureable like AP? Dual-credit proponents believe there are number of way to address concerns and make the following points.*
 - Nationalize the current Dual Credit Enrollment Process*
 - Lindberg HS is the only one that offers International Baccalaureate (IB)*
 - programs that aren't working should be cleaned up*
 - increase the verification process instead of getting rid of the program*
5. Conference Planning
 - a. Facilities Details and Contract
 - Friday, February 11, 2011
 - Holiday Inn Executive Center
 - Meeting at hotel: January 14
 - b. Conference Timeline
 - September 1 Save the Date Announcement (complete)
 - September 15 Call for Proposals (complete)
 - September 29 Call for Proposals Reminder 1 (complete)
 - October 15 Call for Proposals Reminder 2 (complete)
 - October 15 Registration Website (complete)
 - October 28 Proposal Deadline (complete)
 - October 29 Proposal Distribution to Review Committee (complete)
 - November 2 Proposal Review and Selection (complete)
 - November 3 Proposal Sessions to COTA for approval (complete)
 - November 9 COTA Approval (complete)

November 10 Registration Opens/Email Announcement (complete)

November 16 Confirmations to Presenters (complete)

December 1 Registration Reminder

December 15 Registration Reminder – *This was updated and resent.*

- *Bridget put the session links on the COTA website.*
- *The MDHE website has also been updated.*
 - January 3 Registration Reminder
 - January 14 Meet at hotel to review facilities and plan meals: Bridget, Victor, Jerry, Debbie meet with Maria. We will finalize meal selection, room arrangements, and room, AV and other set-up details.
 - January 15 Finalize Program and confirm with presenters, email program to registrants
 - February 1 Registration Deadline Reminder
 - February 4 Final Confirmation Email
- c. Conference Details and Responsibilities
 - Registration Update
 - ✓ *Concerns were expressed about people showing up at the conference and the ability for the location to accommodate the additional participants.*
 - ✓ *Last year more chairs had to be added to some of the sessions – we should check into the total capacity for the conference center.*
 - ✓ *IT appears that we are ahead of where we were last year as far as people pre-registering for this event. According to Rusty, last year at this time we had 50 participants and as of January 27, 2010 there were 125 participants.*
 - Track 1 Faculty Roles
 - Track 2 Best Practices
 - Track 3 Policy and Vision (complete)
 - ✓ *Jason Helton Session needs to be added to the program.*
 - Keynote: Dr. Russell—need brief topic description?
 - Lunch Plenary—need DHE Data brief description
 - Room Set Up—**Kathleen**
 - ✓ *Room signs*
 - ✓ *AV—Projector, screen, laptop, extension cord, power strip, easel, microphone.*
 - ✓ *Check room temperature, seating, room arrangement.*
 - ✓ *Take down after conference*
 - ✓ *Presentations loaded on laptops*
 - ✓ *Internet access*
 - Conference Materials and Registration—**Artie and Cathy**
 - ✓ *Program*
 - ✓ *Folder materials*
 - ✓ *Folders—MDHE?*
 - ✓ *Nametags*
 - ✓ *Checklist for registration table*

- ✓ Table cover and signs: Transfer Conference Registration, A-H, I-P, Q-Z
 - ✓ List of registrants for folders
 - ✓ Schedule staffing for registration desk
 - ✓ Conference receipts for late payments
 - ✓ Extra materials for late registrations
- Sessions and Evaluations—**Melissa**
 - ✓ *Revise evaluation form as necessary*
 - ✓ *Confirm all details with presenters*
 - ✓ *Get electronic presentations early to load on laptops for conference*
 - ✓ *Schedule moderators for each session*
 - ✓ *Prepare, distribute, and collect evaluations*
 - ✓ *Summarize evaluations after conference*
 - ✓ *Greet presenters and provide assistance as necessary*
 - Closing and attendance prizes—**Yvette**
 - ✓ *Collect nametags for door prizes*
 - ✓ *Most attendees*
 - ✓ *Greatest distance*
 - ✓ *Most offices represented*
 - ✓ *Number of 2-year, 4-year, independent, public, proprietary*
 - Program (see draft)
 - ✓ *We need prior learning assessment description*
 - ✓ *Do we want to remove it and add Tom Walker?*
 - ✓ *Victor was going to connect with Renee.*
 - ✓ *Bridget was going to get the description for the A+ Presentation by MDHE*
6. Award/Recognition—recommendation to COTA
 - ✓ *We are not going to do awards this year but will announce that we are going to do them next year.*
 7. Gen Ed Block letter and survey (see revision)
 - ✓ *This will be sent in after the revisions have been made.*
 - ✓ *Pam McIntyre reviewed the letter and was ok to send it out and make a preliminary statement about it.*
 8. Next Meeting—January 27, 2 to 4 p.m.
 9. Other Business
 10. Adjourn – Kathleen moved and Artie seconded ; motion carried to adjourn at 3:10 PM

Addendum 1

COTA Meeting Report to COTA AC

Submitted by Debbie Schatz

December 16, 2010

COTA met by conference call on December 15, 2010, from 2 to 3:30 p.m.

Meeting attendees: Pam McIntyre, Cindy Heider, Alton Lacey, Steve Graham, Christa Weisbrook, Tuesday Stanley, Rusty Monhollon, Arlan Dykstra, Shelton Smith (Mo Baptist), Mary Ellen Fuqua (Mo Baptist), Debbie Schatz

Dual Credit Discussion and Revised MSIP Language

Significant discussion focused on the topic of dual credit/concurrent enrollment/early college issues and concerns arising from the proposed change in MSIP language as reported in the attached document named MSIP 5 language-summary of information. This document was prepared very quickly by Arlen Dykstra, Mary Ellen Fuqua, and others at Missouri Baptist University but has attempted to represent current numbers and concerns as accurately as possible based on partial data in some areas. Discussion points are summarized below.

COTA Discussion, Concerns and Comments

- Revised MSIP language specifically mentions AP, IB, but omits dual credit. If dual credit is not added to this language, institutions offering dual credit will see significant enrollment drops and student access to college-level courses will be “rationed.”
- Approximately 50,000 students are projected to be enrolled in dual credit. The list in the Missouri Baptist summary is only a partial list for Missouri.
- DESE seems to be acting very quickly, with little discussion, keeping decision lowkey, rather than having an open, vigorous debate.
- It was noted that the new MSIP language does not prohibit high schools from offering dual credit; it just doesn’t give MSIP credit for dual credit courses.
- Principals may reduce dual credit offerings to push students into IB, AP to get more MSIP points.
- The questions about credibility or quality may be construed as a “slap in the face” to high school teaching standards and teacher abilities.
- The new language excluding dual credit from the MSIP language may be resulting from a power play by AP.
- It is possible that the individuals crafting the language are unaware of the requirements of IB/AP. Not all students are eligible and not enough faculty are currently trained for IB or AP. Access to college-level courses would be reduced or eliminated for many students.
- There is a general concern that DESE is making a decision that affects higher education without discussing the issue openly or working as partners. This particular decision affects the higher education pipeline.

Apparent DESE Concerns Leading to Omission of Dual Credit from MSIP Language

- Concerns about possible inconsistencies of dual credit courses and processes among institutions. There is no way to assess quality across the state.
- Concerns about the fact that assessment is ongoing, in contrast to the one-time, one-test assessment processes of IB and AP. There is no standardized test.

- Overall concern about credibility, accountability.

Developments

- Superintendents group and individual colleges/universities are attempting to address this issue **and are not sure how their input is being received. One change (section 1C, in the attached MSIP document) was made in response to their concerns.**
- Further discussion has been tabled until the January DESE (?) meeting.

Recommendations for COTA Action

1. COTA will send a letter to the State Board of Education expressing concerns and stressing the need for open discussion. Rusty will draft letter.
2. COTA will send a letter to other higher education institutions in Missouri outlining concerns. Rusty will draft letter.
 - a. Steve Graham will distribute to 4-year publics.
 - b. Pam McIntyre to community colleges.
 - c. Arlen Dykstra to independent/privates.
3. COTA will draft a recommended letter for institutions offering dual credit to send to their partner high schools/school districts communicating concerns and recommendations. Cindy Heider will draft this letter.
4. Rusty will develop a succinct 1 to 1 ½ page executive summary of the Missouri Baptist document to accompany the three letters above.
5. All steps should be completed by Friday, December 17, if possible, in order to have communications reach institutions, schools, organizations, and individuals before holiday breaks begin.

Transfer Conference Update

I gave the attached transfer conference update. The AC recommendation to delay implementation of the best practices recognition program as outlined in the attached was approved by COTA. Pam McIntyre thanked the AC for all its efforts on what looks to be a very good conference.

CAI/LAMP Merger

Rusty gave a brief update. Revisions to the merger plan will be out next week, and, pending approval, things should move forward after the first of the year. Attempts will be made to make sure that the higher education community and CAOs stay engaged in the process.

Smarter Balanced Assessment Consortium

This program is moving forward with no one from higher education on the committee. The committee consists of 10 work groups. Missouri's only representation on the work groups is from 3 DESE people. Its purpose is developing and implementing assessments. It will be important for MDHE to communicate with DESE about higher education will participate. The activities relate to COTA because course work will be accepted as part of an articulation agreement. It was strongly expressed that assessment is critical and higher education needs to participate in the process. CAOs are concerned about assessment. Steve Graham hopes to encourage DESE and MDHE to work more closely together and also to encourage 2- and 4-year CAOs to get together.