

**MCCSSA SUBCOMMITTEE MEETING MINUTES
LANSING, MICHIGAN
JANUARY 24, 2003**

Present: Delores Deen, Steve Grenus, Pete Lacey, Howard Shanken, Mark Ulseth, John Tomey, Mike Wahl, Bettye Wilson

A MCCSSA subcommittee met with Mike Wahl from MCCVLC on Friday January 24th to discuss suggestions for resolving VLC concerns about residency requirements and inclusion of VLC grades on college transcripts. Included in the items of discussion:

“Degree Granting” Colleges

An idea that found favor with everybody present was a third category of colleges, separate from “home” colleges and “provider” colleges that are identified in the MCCVLC Memo of Understanding. This category is “degree granting” colleges. Each community college would decide if it wants to be a degree granting college for VLC students. A college that does not want to allow VLC courses to be used to meet residency requirements or transfer grades may elect to be a “home” college only, providing support services for students taking VLC courses elsewhere. The “degree granting” colleges would be responsible for transcribing issues and financial aid.

Degree Audit

Colleges that elect to be “degree granting” colleges for VLC students would add a section to the Degree Audit application that asks:

Do you have any VLC credits you wish to have considered for graduation?

An explanation of what it means if this box is checked would be included on the Degree Audit, as well as the VLC web site. Subcommittee members agreed that for the student who checks ‘Yes’, all VLC courses taken would be considered, regardless of grade or outcome. VLC courses would be used in this instance for both residency and grades. Providing this option to graduating students would effectively implement the provisions of the MCCVLC Memorandum of Understanding with minimal changes to existing systems that are in place.

Degree granting institutions would have to collectively determine the details of how this process is to work, including recommendations for GPA calculations and perhaps development of a “grade translation table.” These recommendations would be reviewed after two or three years to see what impact this had on college residency requirements, cumulative GPAs, etc.

EXCEL Spreadsheet

Registrars mentioned the need to have data forwarded from the VLC on a regular basis to meet FERPA waiver requirements, FA attendance requirements and other data needs that are now very labor intensive to monitor on an individual basis. Howard Shanken will design an Excel spreadsheet that would meet data needs and bring it to the January 31st Registrars meeting in Muskegon for review. Mike Wahl believed that MCCVLC could provide needed information on a spreadsheet and expressed willingness to use the form that Registrars develop for this purpose.

The subcommittee discussed the possibility of two VLC reports, one including students who had signed the FERPA waiver and one list of those who had not signed, so that each college could contact students who need signatures. On January 31st, Sherrine Matusik will bring a copy of the letter she sends to students who have not signed a FERPA waiver. As soon as the ruling on electronic signatures is released, which might be this spring, please forward the information to Mike Wahl.

VLC Classes as Transfer Classes

Everybody agreed that VLC classes should be treated as transfer classes, with the provider school noted and the course delivery method NOT noted. This is consistent with NCA recommendations and is what colleges are generally doing now. All those present felt that current practices in this regard are in the best interests of students who are taking online courses through the VLC. There are too many differences in courses titles, credit hours, grading systems, residency requirements, and degrees offered in an autonomous community college system like the one in Michigan. Without establishing statewide course title and numbering systems, there is no common system of transcripts and GPAs for colleges to use.

Equivalency Data

Registrars discussed the possibility of developing a merged database of all Michigan Community College course equivalencies. Mike Wahl will investigate the possibility of using present college files for data, instead of the present system of entering separate data into VLC and home college web sites and/or administrative software systems. The committee discussed seeking a grant to develop a query or a menu option for Datatel and SCT colleges to produce a transfer equivalencies upload. These upload files would be merged at the MCCVLC and linked on community college web sites, the MCCVLC, and on MACRAO's Michigan College Mall.

VLC Transcript

Discussion centered on whether the VLC could design a transcript that would include courses from all provider colleges. The Student History that now exists is not totally accurate because it includes all requests to register. What should be included are just courses where enrollment has been confirmed. Mike will investigate this request and also find out whether Withdrawals, including dates, could be included on the Student History for FA purposes. There was also discussion of whether student history items could be included on the Student Menu and this will be explored.

While there are still many details to be worked out, members of the subcommittee agreed that the items discussed today will help to provide solutions for the transcribing issues.

The meeting adjourned at 11:50 a.m.