



Committee Approved: 02/29/24
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OUTREACH AND CONTINUING EDUCATION COMMITTEE Meeting Minutes of February 21, 2024

Meeting Location: OM 340

OCE Chair Jennifer Seltz called the meeting to order at 4:01, welcoming 10 attendees (roster attached).

The meeting minutes of January 24, 2024, were electronically approved as written on February 2, 2024.

Reports and Presentations

College in the High School (CiHS) Update

Robert Squires, Vice Provost for Outreach and Continuing Education, provided an update on CiHS. Math 124/125 and English 258 will be offered in Spring Quarter. OCE reached out to faculty about the program and will follow up with Departments to discuss the program and to identify courses that faculty/Department might want to teach. OCE also will work with high school partners regarding alignment of future offerings.

Current MOUs are in place with Bellingham, Ferndale, and Mount Vernon. There have been issues with the Math 124/125 prerequisite (ALEKS test) as a barrier and the Math Department has waived it for CiHS Winter and Spring Quarters.

[The 2-year MOU with UFWW is finalized.](#)

Discussion Items

College in the High School

Following the presentation, there was a discussion about CiHS issues, primarily around enrollment, outreach, prerequisites, and measuring student success.

There was a question regarding how students will be successful in Math 125 without the ALEKS placement test and whether there is something in place to track student success rates.

There were concerns raised about whether the CiHS pilot courses are appropriate because Math 124/125 are serving students who already are college-bound. OCE responded that the next offering will be Math 107, which is more of a math and society course.

The current total enrollment is 20 students (17 for one section, and two and one). During discussion, a Committee member said that CiHS is free, which should incentivize students to enroll, so low enrollment is a failure on WWU's part. Robert Squires responded that OCE understands that the biggest factor affecting enrollment in the different math classes (17, 2, 1) has been differing levels of teacher-engagement in enrolling students. This is partly due to the lack of desire by some teachers to have their students take the ALEKS placement test. Waiving that requirement, as it is not required for other Math 124 CIHS classes (UW, CWU) and re-engaging in-person to help support student enrollment are strategies to help address the immediate issue at hand. Faculty, in collaboration with the teachers, ensure that the enrollees are prepared to be successful. A meeting has been planned with the Math Department and the Registrar's Office on how to effectively address the topic of pre-requisites over the longer term.

There was a discussion about the need to improve marketing and awareness of CiHS. Most information goes through high school. WWU needs to think about how to engage with schools, and the CiHS Committee is working on this issue. There was a question about whether WWU is working with schools that already work with other CiHS providers. Robert Squires said that WWU partner schools want to work directly with WWU on a suite of classes to simplify their CiHS programs. There was a follow-up question about compensation levels for high school teachers among CiHS programs. WWU provides \$500, plus clock hours.

There was a question about the number of courses in the suite under development. There are discussions of having up to ten courses available in the Fall Quarter.

A concern was raised regarding whether CiHS will serve students in need, and whether low enrollment is because the program is not necessary in the schools where it is located. Chair Selz would like to see, at a minimum, a plan for tracking program participation and demographics. There was additional discussion about the need for statistics on program success, including a suggestion to develop a short student surveys. Robert Squires said that there is separate data tracking for CiHS participants.

Chair Selz said that they would like SOCEC to have a conversation with the CiHS Committee would like to have a conversation with the Provost's CiHS Committee.

SOCEC By-Laws Review

The Committee reviewed [its bylaws](#), with proposed changes to be forwarded to the Faculty Senate Ad Hoc Handbook Committee. Edits include:

- Language regarding State-funded programs not located on Bellingham campus in the reporting section of the charge
- Correcting “Center for International Studies” to “International Study Center”
- Changing “off-campus” to a different descriptor

Chair Seltz will email Committee members a draft document for action at the March SOCEC meeting.

Meeting adjourned at 5:01.

For Approval

OUTREACH AND CONTINUING EDUCATION – ROSTER 2023-24

VOTING ATTENDEES			NON-VOTING ATTENDEES	
Faculty Members			Advisory Members	
Jennifer Seltz*	CHSS	P	Ryan Larsen, Director, Center for International Studies	P
Shawn Knabb*	CBE	P	Robert Squires, Vice Provost, Outreach & Continuing Education	P
Tarek Idreiss	CSE	P	Recorder	
Vacant	Library	N/A	Becky Johnston, Faculty Senate Specialist	P
Vacant	FC	N/A	Guests	
Susan Haines	CFPA	P		
Elizabeth Boland	WCE	P		
Vacant	CENV	N/A		
Student Members (if applicable)				
Mariana Flores, AS Representative				
Ex Officio Members			Voting attendees	5
Kerry Allen, IEP, or Language & Culture Programs		--	Non-voting attendees	5
Lindsay Foreman-Murray, Faculty Senate Representative		P	TOTAL ATTENDEES	10
Jason Query, UFWW Representative		P		