

# Cal Poly Parent Program Advisory Council Meeting

Saturday, August 7, 2004

University Union, Room 220

Cal Poly State University, San Luis Obispo, CA

## MINUTES

### **ATTENDING**

Council Members – Gloria Edelen, Connie Friel, John Friel, Sue Richardson, Tony Richardson, Bob Rivoire, Francis Rivoire, Diane Ryan, Tony Ryan, Carolyn Thom, Thanos Trezos, Floyd Watson, Maryann Watson, Crystal Williams, Kenneth Williams, Robbie Williams, Melanie Dreike  
Staff – Dr. Cornel Morton, Nicky Nickelsen

Community Guest – Rob Bryn, Neighborhood Services Manager, City of SLO

Parent Guests – Paul Bittick, Ed Czisny, Maxine Czisny, Dianna Long

### **WELCOME/INTRODUCTION**

John Friel called the meeting to order at 10:00 a.m. He welcomed all and led introductions. Parent guests Paul Bittick, Ed and Maxine Czisny and Dianna Long, who were invited to observe the meeting, were acknowledged. Melanie Dreike was acknowledged as the newest member of the Parent Program Advisory Council and will serve through April 2007. Melanie Dreike and her husband Chris reside in Torrance. Their daughter Sandra is a Biological Sciences major and is actively involved in Cal Poly's orientation programs

A motion to approve the minutes from the April meeting – e-mailed to members May 5 - was made. They were approved as presented.

### **MEMBER RECOGNITION**

John Friel, Cornel Morton and Nicky Nickelsen recognized eight Parent Advisory Council members whose terms ended this summer.

**Paul and Jennifer Stuppi** from San Mateo served as Council members for 3 years. Their son, Ryan, graduated in Ag Business in June 2003 and is working for Arrowhead Water. We received word from the Stuppis that Ryan is doing well. They sent a message regarding their service on the Council, which was read at the meeting. Thank you, Paul and Jennifer for your generous service and contribution to the Parent Program.

### **Diane and Tony Ryan**

Parents of Eric and Tim, Tony and Diane have been another tremendous asset the Parent Council. They served four years, helping to develop the Parent Program and Parent Council structure into what it is today. Diane served as chair during the 2002-03 academic year, with Tony at her side. She took the initiative to organize parent involvement in an annual Orange County event for alumni and parents called Viva Cal Poly for the past 4 years. Due to her coordination, this event raises funds each year, that are used to purchase gift certificates to El Corral Bookstore that are given away to appreciative new students at the Orange County New Student Welcome Events. Tony has contributed to the *Parent Connection* newsletter and providing thoughtful counsel with regard to safety and student life. Well before a formal e-communications program was developed by the Parent Program, Tony and Diane were communicating with parents in the Orange County area, engaging them by providing information and answering questions. Both have spent countless hours welcoming, hosting and providing their valuable perspectives to Cal Poly parents at campus events. Thank you, Tony and Diane for your support of Cal Poly and for your contributions to the Parent Program.

**Kirk and Perilla Brewer** also unable to attend - but joining us in fall to be formally recognized - are parents of Alexia who is a landscape architecture major. The Brewers are from San Pedro. Kirk and Perilla also send their regards, but could not be here because their son Connett, who returned from Iraq earlier this year, is getting married. The Brewers served three years on the Council and then extended their terms a fourth year to provide continuity to the program. Kirk served as Council Chair last year.

**Bobbe & Walter Michallik** are parents of Kristen who is Business major graduating next year. They have served on the Council three years. They were unable to attend, but send their regards and will join us in fall, at which time we will formally recognize them.

## **UNIVERSITY UPDATE**

Cornel Morton provided the following University Update:

### **Council on Student Success**

This Council is continuing to serve as a group that keeps issues related to student success – such as progress to degree - to the forefront of administrative planning. One way the administration is addressing this area of student progress is through changes to the registration process.

Last year, the University-wide Registration & Scheduling Committee was charged with the task of reviewing Cal Poly's registration processes and was asked to make recommendations for equitably and efficiently allocating available course/section seats. The Committee's initial goals were to: 1) maximize student success in the classroom, and 2) treat students equitably in their pursuit to meet their educational objectives. Later those goals were expanded to include 3) make recommendations that would be cost-effective during this "transition period" from our current student system (SIS) to our new (PeopleSoft) student system, 4) stabilize class enrollments early in the term and minimize add/drop transactions after classes begin, and 5) initiate academic instruction as early in the term as possible while utilizing all available classroom space. To achieve these goals, the Committee reviewed and considered many ideas, from which the following were developed and will be implemented with the opening of registration for winter quarter 2005 (October 27, 2004).

**A few examples of the changes to come were announced. Since the meeting, a complete list has been compiled and appears below:**

- Increased number of rotation cycles from two (2) per day (7am & 1pm) to three (3) per day (7am, 11am & 3pm);
- Reduced number of units during the "Initial Rotation" period (the maximum unit value will be reduced from 16 to 14);
- Increased maximum number of units a student can enroll in without special approval beginning with the Open Enrollment period, the maximum without special approval will change from 20 to 22;
- A "Waitlist" function will be initiated for "closed courses" which will automatically enroll students when space becomes available (providing all other conditions are met);
- Reduced number of days in the enrollment period after classes begin from eleven (11) to eight (8) days;
- An "ePermit" (electronic permit) function will be initiated with the beginning of classes and will be the ONLY way students can add into courses/sections after classes have started;
- Class lists will be available for faculty to view or print on the Portal (MY.CALPOLY.EDU) as soon as enrollments are received for that course/section;
- Class lists with ePermits will be available for faculty to print on the Portal (MY.CALPOLY.EDU) beginning three (3) days before classes start and remaining until the eighth (8<sup>th</sup>) academic day of the term;

- Enrollment and Waitlist status will be available to students on the Portal. In addition to viewing their enrollment status on POWER (including Waitlisted courses), students will be able to view their schedule at MY.CALPOLY.EDU and at MustangInfo.
- CAPTURE (voice registration) will be terminated and ALL registration transactions/requests will be via POWER.

The 25/35 program – which reminds students to study 25-35 hours per week in order to better achieve their expectations of success – is being promoted again by way of yellow banners which appear prominently on banners across campus. This program was started by Dr. Phil Bailey, dean of the College of Science and Mathematics.

### **Parent notification**

Cornel indicated that this fall, Cal Poly will implement parental notification of second offense alcohol violations for students under 21. This includes on and off-campus DUIs. Associated Students, Inc. is supportive of the new program as is Health Services. Cornel indicated that young adults, including Cal Poly students, often rise to the level of expectations we set for them. Therefore, second offense parental notification – as opposed to first offense – sends students our vote of confidence in their ability to make responsible choices. Cornel reminded the Parent Council that on the first offense, a letter is sent to the student with a list of services in the event they wish to seek assistance. The intent of the letter is to notify students and parents that while the University does not presume students' innocence or guilt, it cares enough to be concerned about them to notify them and their parents – on second offense - that we are aware of an arrest and can offer help.

### **First-year orientation**

Cornel reported that faculty are being encouraged to work into their introductory courses - which students usually take their first year at Cal Poly - co-curricular elements to assist students in having a productive and successful first-year college experience. Upper division students were provided a survey and asked to list 10 transitional issues that, had they been able to resolve more effectively, would have allowed them to be a more successful student. These were then provided to faculty as a way of sharing with them information about the sorts of issues that students identify as critical to them – issues that might be appropriate to address in the freshman introductory courses.

### **GoalQuest**

Cornel announced that the University is considering contracting with GoalQuest, a New York based company that provides electronic information services to universities across the country. Such a service would replace the Parent Program's current e-news service. The company will provide an e-mail message to parents directing them to click on a link which takes them to a Web site containing e-news bulletins. Once there, parents can read the news bulletin posted for that particular month and view topics to come. Each bulletin will focus on ways parents can support their student's success, while encouraging their academic progress and fostering their independence and personal growth. A different bulletin will be posted each month and parents will be prompted by e-mail to check the site for their latest bulletin. This service will allow us to improve the content of our e-messages to parents, which will focus largely on student affairs-related news.

Nicky described the features and benefits of the service and answered questions about how the current service is administered. Thanos Trezos suggested we find out if GoalQuest will hire Cal Poly students to assist the production of the product.

### **SLOPD GUEST SPEAKER - ROB BRYN**

John Friel introduced Rob Bryn, Neighborhood Services Director for the City of San Luis Obispo Police Department. Rob presented information regarding a safe housing proposal for life-safety

inspections of rental units in the community which is currently under study and consideration. His presentation is summarized below:

56% of individuals in the City of SLO are renters. 58.2% of housing are rental units. The City receives 400-600 complaints annually and the City is concerned that renters – many of whom are students - are living in environments that threaten their safety and quality of life. In order to reduce fire-related death and injury and prevent the reduction in property values, the City is attempting to compose a proposal that will require all rental properties to be inspected annually. Under the proposal to be drafted, landlords will be notified in advance of inspections and will be given sufficient time to correct any safety violations unless the property has a problem that requires immediate attention.

For a nominal fee, these “life safety inspections” will be conducted according to the uniform housing code and fire code. The fee would be based on the number of rental units on the site. The city is proposing one fee for a single family home. The same fee would apply to an apt. complex along with a smaller fee on a per unit basis for each additional living unit on site. Inspections would be performed by trained inspectors.

The question was raised as to whether a plaque could be posted on a rental property deeming it safe or if a list of properties that passed the inspection could be made public. Rob indicated that this is not possible due the fact that the safety level of a property could change as quickly as it is inspected if tenants or landlords make unsafe modifications after the inspector leaves. Landlords with multiple offenses are automatically charged with a misdemeanor.

The questions was raised as to how the City identifies which properties are rental properties. Rob indicated that each rental property must have a business tax certificate; properties will be identified by that document.

Rob emphasized this proposal is in its preliminary stages. It will need to be approved by the City Council before it can take affect. Rob will report back in October or February as to the progress of this proposal.

## **STRATEGIC PLANNING**

John Friel conducted the strategic planning session with the assistance of Bob Riviere. The focus of the session was to review and update the Council bylaws, review and update the Council’s functional responsibilities and begin to set goals for the coming year as well as the next 3-5 years ahead. The Parent Program has experienced significant growth in and has accomplished much of the programming it set out to provide for parents during the past four years . It is now time to determine how the program will evolve to serve parents in the future.

Changes to the bylaws will be e-mailed to parents and presented for approval at the fall 2004 meeting. Functional responsibilities should be reviewed by the Council and revised at the fall 2004 meeting. Nicky will assist in clarifying items that are current and outdated at that time. Thank you to John and Bob for the time and effort you put into leading an effective planning session. It will be continued in October with the following “parking lot” items to be addressed.

### Parking Lot Items

1. Follow-up with Rob Bryn for an update in October or February on the status of the safe housing proposal and any City Council action.
2. Discuss in greater detail how noise complaints are handled by the SLOPD, specifically the weight given to resident complaints and how they affect student renters allegedly violation vs. those not in violation.
3. Consider having a Cal Poly student work for GoalQuest on the Parent Program project if/when a contract is entered into.

4. Discuss how an expanded e-com service can be used to benefit parents, what goals might be.
5. Discuss how a chat room feature might work and how it might benefit parents.
6. Determine how the Parent Council might participate in shaping the questions asked on a GoalQuest survey of parents.
7. Discuss parent role in addressing substance abuse with their students. Consider having a student success or student development related article in each newsletter with information and simple tips parents can use as a basis for conversations with their students on this subject and others.
8. Consider sending a letter to parents of new students welcoming them and/or congratulating them on their student's admission to Cal Poly.
9. Revise Parent Council functional responsibilities.

## **PARENT PROGRAM DISCUSSION ITEMS**

Newsletter: The fall newsletter was mailed to parents and should be dropping this week.

Web site: The new Web site will be launched by August 15 in time for Parents' Weekend registration. The site content was reviewed and members were encouraged to it at [www.parent.calpoly.edu](http://www.parent.calpoly.edu) when it goes live.

Handbook: The Parent Program and WOW program completed 2004 Parent Handbook. It will be distributed at WOW Family Orientation Weekend.

PREFACE: Nicky announced the Parent Program's partnership with PREFACE on Parents' Weekend when the author visits campus.

Events: Upcoming events are as follows:

\*\*\***WOW Family Orientation**: Saturday & Sunday, Sept. 11 & 12

\*\*\***Homecoming & Parents' Weekend**: Friday & Saturday, Oct. 15 & 16

\*\*\***Council members are asked to be available to volunteer at these events**

## **COUNCIL BUSINESS**

### **ADJOURNMENT**

The fall meeting will be held Sunday, October 17 following Homecoming and Parents' Weekend. Information will be forthcoming by e-mail. John Friel adjourned the meeting at 4:30 PM. All Council members and guests were invited to a social and dinner hosted by John and Connie Friel that evening. Thank you, again, to the Friel's for an enjoyable evening.

Please forward additions or corrections to [calpolyparent@calpoly.edu](mailto:calpolyparent@calpoly.edu). Thank you.

Respectfully submitted,

Nicky Nickelsen