

## Section Five: College Fact Sheets

### Antelope Valley College

1. **2008 WI: length, sections offered, FTES generated, students attended, and percentage of students attended**

Length	5 weeks
# of Sections	277
FTES	256.54
Students Attending	3210
% of Students Attending	24%

2. **Courses Offered: (The number in front of the course shows how many sections were offered.)**

<b>Arts Humanities &amp; Communication</b>	<ul style="list-style-type: none"> <li>(1) Art Appreciation</li> <li>(1) History of Art, Renaissance to Modern</li> <li>(2) Drawing</li> <li>(2) Painting</li> <li>(3) Ceramics</li> <li>(2) Design and Color with Lab</li> <li>(1) Digital Video</li> <li>(1) Process of Communication</li> <li>(2) Intro Public Speaking</li> <li>(1) Intro Digital Media Arts with Lab</li> <li>(1) Digital Photograph Imaging with Lab</li> <li>(1) Computer Graphics with Lab</li> <li>(1) Music Appreciation</li> <li>(1) History of Jazz</li> <li>(2) History of Rock 'N Roll</li> <li>(1) Fundamentals of Music</li> <li>(1) Stage Voice</li> <li>(2) Classical Guitar</li> <li>(1) Keyboard Skills 1</li> <li>(1) Theatre Appreciation</li> <li>(1) Fundamentals of Acting</li> <li>(2) Performance Comedy</li> <li>(1) Theatre Production</li> </ul>
<b>Allied Health</b>	<ul style="list-style-type: none"> <li>(1) Nurse's Aide with Lab</li> <li>(1) Nursing Transition with Lab</li> </ul>

<b>Behavioral and Social Sciences</b>	<ul style="list-style-type: none"> <li>(1) Intro to Administration of Justice</li> <li>(3) Criminal Law</li> <li>(1) Foster Parenting Emt. Disturbed Child</li> <li>(2) Principles of Macroeconomics 101</li> <li>(2) Principles of Macroeconomics 102</li> <li>(1) Western Civ</li> <li>(2) US History, 1607-1877</li> <li>(2) US History, 1877 to Present</li> <li>(1) African Am History, 1450-1877</li> <li>(1) African Am History, 1877-Present</li> <li>(2) Women in Am History</li> <li>(1) History of California</li> <li>(1) Ethics</li> <li>(1) Intro Philosophy</li> <li>(4) Political Science</li> <li>(8) General Psychology</li> <li>(1) Human Sexuality</li> <li>(1) Psychology Prejudice</li> <li>(1) Child Psychology</li> <li>(3) Intro to Sociology</li> </ul>
<b>Business and Computer Studies</b>	<ul style="list-style-type: none"> <li>(1) Bookkeeping</li> <li>(1) Intro to Business</li> <li>(1) Business Mathematics</li> <li>(1) Business English</li> <li>(1) Intro to Microcomputers with Lab</li> <li>(2) Word Processing and Microsoft Word</li> <li>(1) Management Principles</li> <li>(2) Keyboarding</li> <li>(1) Real Estate Principles</li> </ul>
<b>Literature &amp; Language Arts</b>	<ul style="list-style-type: none"> <li>(1) Intro to Film</li> <li>(2) Intercultural and Women's Films</li> <li>(1) Am Sign Language</li> <li>(6) Freshman Composition</li> <li>(1) Critical Thinking (Eng 103)</li> <li>(1) ESL Reading and Writing 1</li> <li>(1) ESL Reading and Writing 2</li> <li>(1) ESL Reading and Writing 3</li> <li>(1) ESL Reading and Writing 4</li> <li>(1) Elem Spanish</li> </ul>

<b>Physical Rec &amp; Health Education</b>	<ul style="list-style-type: none"> <li>(1) Intro to Athletic Training</li> <li>(3) Beg, Interm, &amp; Adv Ballet</li> <li>(3) Beg, Interm, &amp; Adv Modern Dance</li> <li>(2) Beg &amp; Interm Jazz Dance</li> <li>(2) Dance Performance</li> <li>(7) Health Ed</li> <li>(2) Stress Management</li> <li>(1) Women's Health Issues</li> <li>(1) Water Aerobics</li> <li>(1) Aerobics</li> <li>(2) Yoga</li> <li>(2) Individual Conditioning</li> <li>(1) Sport Conditioning</li> <li>(1) Fitness Swimming</li> <li>(2) Beg &amp; Interm Weight Lifting</li> <li>(2) First Aid and Emergency Care</li> <li>(1) Sports Appreciation</li> </ul>
<b>Science Math &amp; Engineering</b>	<ul style="list-style-type: none"> <li>(1) Astronomy with Lab Class</li> <li>(2) Intro Human Anatomy &amp; Physiology</li> <li>(3) General Biology</li> <li>(2) Human Biology</li> <li>(1) Environmental Biology</li> <li>(1) Chemistry with Lab Class</li> <li>(1) Physical Geography</li> <li>(1) Cultural Geography</li> <li>(5) Arithmetic (Math 50)</li> <li>(3) Pre-algebra</li> <li>(5) Elem Algebra with Lab</li> <li>(2) Plane Geometry</li> <li>(5) Interm Algebra</li> <li>(5) Statistics</li> <li>(1) Math for Teachers</li> <li>(2) College Algebra</li> <li>(1) Physical Science</li> </ul>
<b>Technical Education</b>	<ul style="list-style-type: none"> <li>(1) Interior Plantscape</li> <li>(1) Commercial Ice Machines</li> <li>(1) Textiles</li> <li>(1) Wildland and Engine Firefighters</li> <li>(1) Welding Symbols and Print Reading</li> </ul>
<b>Learning Center</b>	<ul style="list-style-type: none"> <li>(1) Math for Nursing</li> <li>(1) Dosage Calculation</li> </ul>

**3. Remedial courses:** Math, English, and ESL

**4. How did college schedule 3- to 5- unit courses? Were Fridays, Saturdays and evening used? Yes...all 3 are used.**

- 2 days a week, F 5:00 to 9:50p and S 9:00 to 1:50p
- 3 days a week TWR run in 3hr 20min blocks, such as 8:00 to 11:20a
- 4 days a week MTWR or TWRF run in 2hr 50min blocks, i.e. 4:00 to 6:50p
- 5 day a week classes for 4 or more unit courses, such as Math, run in 2hr 50min blocks
- **Lab classes, like Biology, have split days: class TWR 9-10:25a, Lab TWR 12:30-3:50p**

**5. What student services were available?**

The same business hours for all student services are maintained throughout the year, 8 am to 7 pm Monday through Thursday with a slightly earlier closing time on Fridays. This included library, bookstore, food services, tutoring, counseling, health services, DPSP, TRIO etc. The philosophy behind maintaining the same hours year-round is that students always know what to expect. The college does lose money during less-attended terms like WI and summer, but the cost is distributed across all terms.

**6. Can faculty annualize their teaching load? No, WI is treated like summer**

**7. Is this a Datatel School? No, BANNER.**

**8. Pros and Cons Noted:**

<b>Advantages for Students</b>	<b>Disadvantages for Students</b>
<ul style="list-style-type: none"> <li>• Maintained enrollment in one college with a preference for WI</li> <li>• Goals for completing course work were met sooner</li> <li>• Online courses offer flexibility (few online courses offered by AVC)</li> <li>• Student services offered on same schedule for the entire year</li> <li>• Increase in student interest in WI</li> <li>• Increase in success rate, GPA and completion with WI</li> <li>• More course options for students</li> <li>• Complete courses for 4-year college transfer in more timely fashion</li> <li>• Athletes could take science lab courses or repeat courses from fall and move into the spring with all necessary courses</li> </ul>	<ul style="list-style-type: none"> <li>• Limited online course offerings, less than 10%</li> <li>• Few basic English and math courses offered</li> <li>• Summer is 8 weeks, with two start dates with 6-week overlap</li> </ul>

<ul style="list-style-type: none"> <li>• Supplemental instruction available to students</li> <li>• Improved student retention for spring semester</li> <li>• Easily transfer to CSU Bakersfield</li> <li>• Calendar is aligned with K-12 calendars so families (student/parents and children) are on the same schedule</li> <li>• WI and spring register concurrently</li> <li>• Grades are posted in one week</li> <li>• Self-selection of courses had improved success</li> <li>• Basic skills students do better in WI and summer sessions</li> <li>• Since WI and spring terms are considered as one for purposes of financial aid, students can break up their work load and take 3 units during WI and 9 during spring and still be considered fulltime students</li> </ul>	
<p><b>Advantages for College</b></p> <ul style="list-style-type: none"> <li>• Draws students from 4-year colleges</li> <li>• Cross training of staff for vacation coverage</li> <li>• Spring and WI are registered together</li> </ul>	<p><b>Disadvantages for College</b></p> <ul style="list-style-type: none"> <li>• Additional term to report</li> <li>• Less time for software updates and hardware changes</li> <li>• Staff find it difficult to take vacations</li> </ul>

## El Camino College

**1. 2008 WI: length, number of sections, FTES generated, students attended, and percentage of students attended**

Length	5 weeks
# of Sections	201
FTES	699 in 2007
Students Attending	5355
% of Students Attending	15%

**2. Courses offered:**

<b>Behavioral and Social Sciences</b>	<ul style="list-style-type: none"> <li>(3) Intro to Physical Anthropology</li> <li>(3) Intro to Cultural Anthropology</li> <li>(1) Child Dev (Home, School, Comm.)</li> <li>(1) Child Dev (Pediatric First Aid)</li> <li>(3) Macroeconomics</li> <li>(1) Microeconomics</li> <li>(6) US History to 1877</li> <li>(5) US History 1877 to Present</li> <li>(1) History of Early Civ.</li> <li>(1) Orientation to College/Ed Planning</li> <li>(1) Intro to Philosophy</li> <li>(2) Ethics and Society</li> <li>(7) Political Science</li> <li>(1) Psychology of Thinking</li> <li>(7) General Psychology</li> <li>(4) Intro to Sociology</li> <li>(1) Sociology: The Family</li> </ul>
<b>Business</b>	<ul style="list-style-type: none"> <li>(1) Accounting for Small Business</li> <li>(2) Financial Accounting</li> <li>(2) Managerial Accounting</li> <li>(1) Personal Management</li> <li>(1) Intro to Microcomputers with Lab</li> <li>(1) Intro to Paralegal Studies</li> <li>(1) Real Estate Principles</li> </ul>
<b>Fine Arts</b>	<ul style="list-style-type: none"> <li>(3) Art in Modern Life</li> <li>(1) Art Lettering 2</li> <li>(3) Dance Appreciation</li> <li>(1) Beginning Dance</li> <li>(1) Pilates Mat Class</li> <li>(2) Jazz Dance with Lab</li> <li>(1) Commercial Dance with Lab</li> </ul>

	<ul style="list-style-type: none"> <li>(1) Hip Hop Dance</li> <li>(1) Ballet 1</li> <li>(1) Ballet 2</li> <li>(1) Ballet Variations</li> <li>(2) Tap Dance with Lab</li> <li>(2) Film Analysis and Appreciation</li> <li>(1) Music Fundamentals</li> <li>(4) Music Appreciation</li> <li>(1) Woodwind Ensembles</li> <li>(1) Brass Ensembles</li> <li>(1) Percussion Ensembles</li> <li>(1) String Ensembles</li> <li>(1) Elem. Photography</li> <li>(8) Speech Communication</li> <li>(1) Argumentation and Debate</li> <li>(2) Intercultural Communication</li> <li>(1) Forensic Team</li> <li>(1) Theatre Appreciation</li> </ul>
<b>Health Sciences and Athletics</b>	<ul style="list-style-type: none"> <li>(9) Person. and Comm. Health Issues</li> <li>(1) CPR and First Aid</li> <li>(1) Calculating Drugs and Solutions</li> <li>(1) Intro to Nursing</li> <li>(1) Intro to Nursing Pharmacology</li> <li>(2) Interm. Nursing with Lab</li> <li>(2) Adv. Nursing Pharmacology</li> <li>(1) Pathophysiology Concepts for Nurses</li> <li>(2) Interm Nursing: The Family with Lab</li> <li>(1) Track and Field Training</li> <li>(1) Body Conditioning</li> <li>(3) Weight Training</li> <li>(2) Soccer</li> <li>(1) Sport Training for Athletes</li> <li>(1) Beg. Swimming</li> <li>(3) Aerobic Fitness</li> <li>(3) Adapted Fitness</li> <li>(1) Adapted Swimming</li> <li>(1) Sign Language</li> </ul>
<b>Humanities</b>	<ul style="list-style-type: none"> <li>(2) Intro to Reading Skills with Lab</li> <li>(5) Dev. Reading/Writing with Lab</li> <li>(1) Intro to Composing with Lab</li> <li>(4) Writing the College Essay with Lab 50</li> <li>(8) Reading and Composition 101</li> <li>(5) Literature and Composition 102</li> <li>(7) Critical Thinking and Comp. 103</li> </ul>

	(1) Survey of English Literature (1) ESL Interm. List./Speak/Pronun. (1) Intro to Humanities (1) News Writing and Reporting (2) Elementary Spanish
<b>Industry and Technology</b>	(2) Air Conditioning and Refrigeration (3) Cosmetology Practicum with Labs (2) Machine Tool Technology (NIMS) (3) Nutrition and Foods
<b>Natural Sciences</b>	(1) Fundamentals of Biology (1) Chemistry with Lab Class (1) Physical Geography with Lab (1) Geography Field Studies (2) Physical Geology (1) Intro to Physics (1) General Physics
<b>Mathematical Sciences</b>	(3) Basic Arithmetic (6) Pre-Algebra (1) Nature of Mathematics (4) College Algebra (2) Elem. Prob. And Statistics (3) Trigonometry

**3. Remedial courses:** Math, English, and reading classes.

**4. How did college schedule 3- to 5-unit courses? Were Fridays, Saturdays, and evening used?**

3 Units M-F 2hrs 1min (8:00 to 10:01) or (10:30 to 12:31)

3 Units M-R 2hr 25 min (6:00 to 8:25p)

4 Units M-F 3hr 20 min (8:00 to 11:20)

4 Units with Lab Class M-F 9:00 to 11:01, Lab M-F 11:30 to 1:31

4 Units with Lab Evening M-R class 6:00 to 9:20, Lab 9:20 to 10:15

5 Units with Lab class M-F 8:00 to 10:35, Lab M-R 10:40 to 1:05

5.5 Units with Lab (Nursing) W 5:00 to 9:39p, Sat 7:00 to 6:05 Lab

(The majority of 3- and 4-unit classes offered were taught primarily M-F, so students met 5 days a week during WI)

**5. What student services were available?**

	Regular Hours	Reduced Hours	No Service
Library	-	Yes, but with	-

		reference desk staffed during all open hours	
Bookstore	-	Yes	-
Cafeteria/Food Service	-	?	-
Tutoring	-	Yes	-
Counseling	Yes – Their counselors work 12- month contracts	-	-
Health Services	-	-	No WI health fee; no service
DSPS/TRIO	Yes	-	-
Computer lab in library	-	WI: 8 am-6 pm Summer: 8 am-8 pm	

6. **Can faculty annualize their teaching load?** No; they are paid the same in WI as in summer.

7. **Is this a Datatel School?** Yes, but because it is a one-college district, there is not a second calendar to contend with.

**8. Pros and Cons Noted:**

<b>Advantages for Students</b>	<b>Disadvantages for Students</b>
<ul style="list-style-type: none"> <li>• Success and retention rates in basic skills English classes were higher in WI 2007 than in fall 2006</li> <li>• WI provides students who failed a class in fall an opportunity to retake it during WI and still stay on track</li> <li>• It gives students with holiday jobs time to keep them longer</li> <li>• Students like it, either because they like the break to refresh themselves or because they can take an additional class</li> <li>• It gives one more chance for a transfer student to get another class done before the end of the spring semester, which is when the 4-year colleges want to see all coursework completed</li> <li>• Students can get through their courses faster</li> </ul>	<ul style="list-style-type: none"> <li>• Limited course offerings may impact who takes courses</li> <li>• Puente students lose skills during WI if they do not enroll in a class</li> </ul>

<ul style="list-style-type: none"> <li>• Since WI and spring terms are considered as one for purposes of financial aid, students can break up their work load and take 3 units during WI and 9 during spring and still be considered fulltime students; this is less stressful for some of them</li> <li>• WI gives DSPS students time to request accommodations for spring</li> </ul>	
<p><b>Advantages for College</b></p> <ul style="list-style-type: none"> <li>• Student retention and persistence rates are up for students taking WI courses</li> <li>• WI attracts reverse transfer students (those who attend a 4-year college but who are home for the holidays and take a class at a local community college)</li> <li>• There is now time for 4-week study abroad programs in January</li> <li>• Teachers find fewer discipline problems because the students enrolled in WI tend to be motivated high-achievers</li> </ul>	<p><b>Disadvantages for College</b></p> <ul style="list-style-type: none"> <li>• There is less time between terms to check that students have successfully completed prerequisites; sometimes students will be dropped from a spring course a few days into it as the school discovers he did not pass the prerequisite course he took during WI (but students are warned this may happen when they register simultaneously for WI and spring courses)</li> <li>• There is less time for IT staff and lab techs to do software and hardware updates in computer labs around campus</li> <li>• A new calendar had to be created in Datatel</li> </ul>
<p><b>Advantage for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• FT can choose whether or not to teach WI</li> <li>• The college might decide to change some of the 10- and 11-month employees into 12-month, which some employees might really like</li> </ul>	<p><b>Disadvantages for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• There is no downtime between terms to work on projects and tasks that get put aside during the busy times</li> <li>• It can be hard for managers to decide when to schedule the 175-day employees; they usually get scheduled during the busiest times of the year</li> <li>• The college might decide to change some of the 10- and 11-month employees into 12-month, which some employees might not like</li> </ul>

## San Diego-Mesa College

**1. 2008 WI: length, sections offered, FTES were generated, students attended, and percentage of students attended**

	WI 2006	WI 2007	WI 2008
Length	5 weeks	4 weeks	3.5 weeks
# of Sections	100	100	79
FTES	837	865	600

**2. Courses offered:**

<b>Arts Humanities &amp; Communication</b>	<ul style="list-style-type: none"> <li>(1) Intro to Dramatic Arts</li> <li>(1) Art Orientation</li> <li>(1) Intro to Humanities I</li> <li>(1) World Religions</li> <li>(1) Intro News Writing Reporting</li> <li>(3) Oral Communication</li> </ul>
<b>Allied Health</b>	<ul style="list-style-type: none"> <li>(1) Sterile Technique</li> <li>(1) Minor Surgery</li> </ul>
<b>Behavioral &amp; Social Sciences</b>	<ul style="list-style-type: none"> <li>(2) Intro Cultural Anthropology</li> <li>(1) Intro Physical Anthropology</li> <li>(2) Hist US/Black Perspective</li> <li>(1) Chicano Literature</li> <li>(2) US Hist/Chicano Perspective</li> <li>(1) General Psychology</li> <li>(1) Behav. Science Statistics</li> <li>(2) Principles of Sociology</li> </ul>
<b>Business</b>	<ul style="list-style-type: none"> <li>(2) Financial Accounting</li> <li>(1) Business Mathematics</li> <li>(3) Business Communication</li> <li>(1) Intro to Business</li> <li>(2) Business Law and Legal Envir</li> <li>(1) Principles of Info Systems</li> <li>(1) C/C++ Programming</li> <li>(1) Keyboarding for Comp</li> <li>(1) Keyboarding</li> <li>(1) Beg Microsoft Word</li> <li>(5) Principles of Econ I</li> <li>(3) Principles of Econ II</li> <li>(2) Real Estate Principles</li> <li>(1) Real Estate Practice</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>(1) College Skills</li> <li>(2) Life Skills and Pers Adjust</li> </ul>

<b>Family &amp; Consumer Sciences</b>	(1) Human Growth and Dev (1) Child, Family and Comm (1) Nutrition
<b>Literature &amp; Language Arts</b>	(1) Intro to Literature
<b>Physical Rec &amp; Health Education</b>	(1) American Street Dance (4) Health and Life Style (1) Health Ed for Teachers (2) Individual Conditioning (1) Yoga (1) Intro Exercise Science/Phys Ed (1) Fitness Activities
<b>Science Math &amp; Engineering</b>	(2) Descriptive Astronomy (1) Intro to Oceanography (1) General Geology (1) Prealgebra Refresher (1) Elem. Algebra Refresher (1) Interm. Algebra Refresher (1) Geometry Refresher (1) Trigonometry Refresher (2) Elementary Statistics (1) Survey Physical Science (1) Physical Oceanography

3. **Remedial courses:** They offered a few. **If so, what were they?** See the refresher courses in math in the table above.

4. **How did college schedule 3- to 5- unit courses?** 37 of the 79 sections offered were fully online classes and the hours were arranged. For the remaining 42 classes, most of the 3-unit classes met four days a week for approximately 3.5 hours per day. **Did the college use Fridays, Saturdays or evenings?** Mesa used Fridays and evenings but not Saturdays. They did not offer any 5-unit classes in 2008.

5. **What student services were available?**

	Regular Hours	Reduced Hours	No Service
Library	Yes	Reduced staff	-
Bookstore	-	Yes	-
Cafeteria/Food Service	-	Yes	-
Tutoring	Yes	Not used much since time is short	-
Counseling	Yes – Their counselors work 12-month contracts	-	-
Health Services	-	Yes	-
DSPS/TRIO	Yes	-	-

6. **Can faculty annualize their teaching load?** No, WI is treated like summer.

7. **Is this a Datatel school?** Only for Colleague Financial. Student is home-grown system.

8. **Pros and Cons Noted:**

<p><b>Advantages for Students</b></p> <ul style="list-style-type: none"> <li>• Gives students an opportunity to improve on a fall grade in preparation for moving on to the next class in spring.</li> <li>• Mesa offers 1 unit or .5 unit refresher courses (i.e., math) that work well for students.</li> <li>• For transferable or general education sections, WI gives the student another opportunity to take these classes that may be very hard to get into during the regular terms.</li> <li>• WI may improve sequencing of the Golden Four (certain classes offered in fall, followed by WI, and then spring).</li> <li>• WI gives students an opportunity to accelerate graduation, transfer or achievement of educational goals.</li> </ul>	<p><b>Disadvantages for Students</b></p> <ul style="list-style-type: none"> <li>• Some students do not do well in a class condensed into 5 weeks.</li> </ul>
<p><b>Advantages for College</b></p> <ul style="list-style-type: none"> <li>• Gives the college an additional opportunity to earn FTES, thereby increasing revenue.</li> <li>• Mesa found that 70% of WI students also took a spring class (may increase persistence).</li> <li>• Most WI students are highly motivated, a factor in higher retention and success rates than during the regular semesters.</li> </ul>	<p><b>Disadvantages for College</b></p>
<p><b>Advantage for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• Faculty have an additional opportunity to increase their income.</li> <li>• By increasing revenue to the college, more faculty can be hired.</li> </ul>	<p><b>Disadvantages for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• Difficult to cover all counseling that needs to take place.</li> <li>• There is not much time between WI and spring for facilities, media</li> </ul>

	<p>services and student services to do the work they normally do between terms.</p> <ul style="list-style-type: none"><li>• Mesa experienced increased cost in their part-time staff in Admissions and Records to deal with the WI.</li></ul>
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## College of the Canyons

**1. 2008 WI: length, sections offered, FTES generated, students attended, and percentage of students attended?**

Length	5 weeks
# of Sections	241
FTES	952
Students Attending	4300
% of Students Attending	25%

**2. Courses offered:**

<b>Arts Humanities &amp; Communication</b>	<ul style="list-style-type: none"> <li>(1) Drawing</li> <li>(1) Landmarks of Art</li> <li>(12) Speech Fundamentals</li> <li>(1) Forensics</li> <li>(2) Small Group Communication</li> <li>(1) Animation (CWE)</li> <li>(1) Intro to Illustrator</li> <li>(1) Intro to Photoshop</li> <li>(2) Fundamentals of Music</li> <li>(3) Music Appreciation</li> <li>(2) Society and Rock 'N Roll</li> <li>(1) Music History</li> <li>(1) Studio Jazz Ensemble</li> <li>(1) History of Photography</li> <li>(1) Intro to Cameras and Composition</li> <li>(2) Media and Society</li> <li>(1) Structure of Moving Image</li> <li>(1) Theatre Production</li> </ul>
<b>Allied Health</b>	<ul style="list-style-type: none"> <li>(1) Nursing: Interpretation of Lab Tests</li> </ul>
<b>Behavioral and Social Sciences</b>	<ul style="list-style-type: none"> <li>(1) Intro to Law Enforcement</li> <li>(1) Advanced Officer Training</li> <li>(1) Custody Assistant</li> <li>(1) Basic Academy</li> <li>(1) Reserve Officer Training</li> <li>(2) Physical Anthropology</li> <li>(2) Cultural Anthropology</li> <li>(1) Intro to Early Childhood Ed.</li> <li>(1) Curriculum and Classroom Manage-</li> </ul>

	<p>ment of ECE with Lab</p> <ul style="list-style-type: none"> <li>(1) Child Growth and Development</li> <li>(3) Macroeconomics</li> <li>(1) Microeconomics</li> <li>(1) Firefighter Skills</li> <li>(1) Ocean Lifeguard Training</li> <li>(1) Incident Command System 200</li> <li>(1) Fire Prevention Officer</li> <li>(2) Fire Investigation</li> <li>(1) Fire Management</li> <li>(1) Fire Command</li> <li>(1) Western Civ. Pre-Industrial West</li> <li>(1) Western Civ. Modern Era</li> <li>(8) US History, 1607-1877</li> <li>(5) US History, 1877 to Present</li> <li>(1) Social and Cultural Hist. of U.S.</li> <li>(1) Latin American Civ.</li> <li>(3) Intro Philosophy</li> <li>(1) Critical Reasoning</li> <li>(1) Intro Comparative Religions</li> <li>(8) Intro to Am. Gov. &amp; Politics</li> <li>(6) General Psychology</li> <li>(2) Developmental Psychology</li> <li>(1) Abnormal Psychology</li> <li>(5) Intro Sociology</li> <li>(1) Intimate Relationships and Families</li> <li>(1) Religion, Terrorism, and War</li> <li>(1) Intro Women's Studies</li> <li>(1) Sociology of Sexualities</li> </ul>
<b>Business and Computer Studies</b>	<ul style="list-style-type: none"> <li>(1) Intro to Business</li> <li>(2) Business Law</li> <li>(1) Computer Electronics (CWE)</li> <li>(1) Computer Information Tech. (CWE)</li> <li>(1) Computer Networking (CWE)</li> <li>(1) Wireless Lans</li> <li>(1) Computer Science (CWE)</li> </ul>
<b>Counseling</b>	<ul style="list-style-type: none"> <li>(1) Successful Dist. Learning Student</li> <li>(1) Intro to College and Strategies for Success</li> <li>(1) Student Success</li> <li>(1) Basic Computer Instruction</li> <li>(1) Language Skills (Students w/Disb.)</li> <li>(1) Math Skills (Students w/Disabilities)</li> </ul>
<b>Literature &amp; Language Arts</b>	<ul style="list-style-type: none"> <li>(1) Chinese</li> <li>(2) Film Aesthetics</li> <li>(1) Beg. Reading and Writing</li> </ul>

	<ul style="list-style-type: none"> <li>(3) Interm. Reading and Writing</li> <li>(5) Intro. College Reading and Writing</li> <li>(8) English Composition (101)</li> <li>(3) Interm. Comp., Lit., &amp; Critical Th.</li> <li>(1) Critical Reading, Writing, and Th.</li> <li>(1) British Lit II</li> <li>(1) American Lit II</li> <li>(1) French</li> <li>(1) German</li> <li>(1) Italian</li> <li>(1) Media and Society</li> <li>(1) Am Sign Language</li> <li>(1) Elem Spanish I</li> <li>(1) Elem Spanish II</li> </ul>
<b>Physical Rec &amp; Health Education</b>	<ul style="list-style-type: none"> <li>(2) Dance Appreciation</li> <li>(1) Yoga/Dance Stretching</li> <li>(7) Health Ed</li> <li>(1) EMT Refresher</li> <li>(5) Fitness Lab (Aerobics/Circuit Tr.)</li> <li>(1) Cardio Cross-Training</li> <li>(1) Spin Cycling Fitness</li> <li>(1) Ultimate Frisbee</li> <li>(1) Basketball</li> <li>(1) Advanced Golf</li> <li>(1) Interm. Softball</li> <li>(1) Baseball Training</li> <li>(1) Swimming Training</li> <li>(1) Track and Field</li> <li>(1) Conditioning for Intercollegiate Sports</li> <li>(1) Prin. of Physical Fitness and Cond.</li> </ul>

<b>Science, Math &amp; Engineering</b>	(3) General Astronomy (1) The Stellar System (1) General Biology (2) Molecular and Cellular Biology (1) New Concepts in Evolution (2) Intro to Chemistry (4) Preparatory General Chemistry (1) Physical Geography (1) Cultural Geography (1) Physical Geology with Lab (3) Arithmetic (Math 25) (3) Algebra Preparation (4) Elementary Algebra (6) Interm Algebra (3) Trigonometry (1) Math for Elementary Teachers (2) Intro. Statistics (2) Physical Science (1) Intro to Physics
<b>Technical Education</b>	(1) Construction (CWE) (2) Culinary Fundamentals (1) Intro. Hospitality Industry (1) Intro. Hotel/Resort Operations (1) Food Service Sanitation & Safety (1) Careers in Interior Design (1) Land Surveying (1) Computer-Aided Design with Unigraphics (1) Paralegal (1) Real Estate Principles (1) Real Estate Practices (1) Wastewater Treatment & Disposal (1) Welding: Metal Sculpting

3. **Remedial courses:** Basic Writing, ESL, Math 10, 25, 58, 59, 60, 70

4. **How did college schedule 3- to 5- unit courses? Were Fridays, Saturdays and evening used?** Classes were scheduled in a number of ways:

- 2 days a week 5:30pm to 10:00pm TW
- 3 day evening class 6:30 to 9:30 T W TH
- 4 days a week 8:30am to 11:00am M-TH or T-F
- 5 days a week 10:40am to 12:35 M-F
- 6 days a week M-Sat for some P.E./sports

**5. What student services were available?**

- Library/Tutoring/Computers 9am to 7pm M-Th
- Financial Aid 8 am-7 pm M-Th and 8-2 on Fridays
- Health Services half days M-Th
- Food Service M-Th
- Bookstore 7:30am-7pm M-Th and Fridays closes at 4 pm (Barnes and Nobles runs their bookstore)

**6. Can faculty annualize their teaching load?** No, WI is treated like summer

**7. Is this a Datatel School?** Yes.

**8. Pros and Cons Noted:**

<b>Advantages for Students</b>	<b>Disadvantages for Students</b>
<ul style="list-style-type: none"><li>• Students can combine units for WI/spring, taking 3 in WI and 9 in spring. This benefits students who need a full load for financial aid but struggle to do well with a full load of classes. They can split their load.</li><li>• Students on probationary status who fail a class in the fall, can pick up the class (if offered) in a WI. With a note from their instructor, they can get back in good academic standing without falling behind, so they are ready for spring semester.</li><li>• Students who want to accelerate their progress, can take 3 or 6 units in WI and a full load in spring.</li><li>• Students who want to take extra courses but have summer off to work, can do so with a WI.</li><li>• Students have more grades under their belt when spring starts.</li><li>• Persistence rates increase for those taking WI</li></ul>	

<ul style="list-style-type: none"> <li>• Success and retention rates increase for those taking WI</li> <li>• Some fees waived for WI, such as parking and class registration fee</li> <li>• Students from surrounding CSUs can pick up GE courses for less money</li> </ul>	
<p><b>Advantages for College</b></p> <ul style="list-style-type: none"> <li>• Increased its adjunct pool by aligning schedule with other local colleges. (If MJC has a WI, it would match Stan State's start/end date.)</li> <li>• College is picking up students from local CSUs (Northridge)</li> <li>• A WI is an enrollment management tool that gives more flexibility with regard to how to grow and when.</li> <li>• All departments offer a great deal more online services now</li> </ul>	<p><b>Disadvantages for College</b></p> <ul style="list-style-type: none"> <li>• Maintenance crew no longer has any downtime, so each semester, one floor of a building has no classes scheduled so crews can clean, IT can install new projectors, etc.</li> <li>• Student development and other departments also miss extra time between terms for projects</li> </ul>
<p><b>Advantage for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• Faculty like working intensely with one group of students</li> <li>• Faculty like the opportunity to make more money. Some teach WI, and then reduce their overload in spring, which reduces spring burnout.</li> </ul>	<p><b>Disadvantages for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• Few FT faculty teach during WI (about 12%) and it's by choice, so burnout doesn't affect many.</li> <li>• Faculty are not allowed to annualize their load with WI or summer classes.</li> </ul>

## West Valley College

1. **2008 WI: length, sections offered, FTES generated, students attended, and percentage of students attended.**

Length	3.5 weeks (17-18 days)
# of Sections	97 with Approx. Half Online
FTES	About 200
Students Attending	NA
% of Students Attending	NA

2. **Courses offered:** (approx. 1/3 of these are 1- to 2-unit courses)

PE	22
Business & Behavioral & Social Sciences	20
Fine Arts	13
Counseling	9
Computer Applications	5
Humanities	5
Science	4
Child Development	3
Geography	3
Information Competency (research)	3
Tech Ed	3
History	2
Math	2
Park Management	2
English	1

3. **Remedial courses:** None offered because 17-18 days is too compressed. They did, however, offer a few 1-unit refresher courses, such as Preparation for Elementary and Intermediate Algebra
4. **How did college schedule 3- to 5- unit courses? Were Fridays, Saturdays and evening used?** Given the short session, 3-unit classes were scheduled either 4 days a week M-R for 3hrs 40min (12:00 to 3:40) or 5 days a week M-F for 3hrs 10min (12:00 to 3:10). Some courses were offered in the evening. They did offer a class on Saturday.

**5. What student services were available?**

	Regular Hours	Reduced Hours	No Service
Library	-	Open 8 am-4 pm; ref desk staffed 10 am-3 pm	-
Bookstore	Barnes & Nobles operates	-	-
Cafeteria/Food Service	-	Cafeteria open 7:30 am-2 pm; coffee cart closed	-
Tutoring	-	-	Closed
Counseling	Yes	-	-
Health Services	-	-	No WI health fee; no service
DSPS/TRIO	Yes	-	-
Writing lab	-	-	Closed
EOP&S	Yes	-	-
Financial Aid	Yes	-	-

6. **Can faculty annualize their teaching load?** Yes. They may also bank load or take as overload. Faculty have a 1.4 overload cap.

7. **Is this a Datatel School?** Yes.

**8. Pros and Cons Noted:**

<b>Advantages for Students</b>	<b>Disadvantages for Students</b>
<ul style="list-style-type: none"> <li>• WI offers students the flexibility they desire and the ability to get in and out of a class quickly</li> <li>• In a student survey, students said they would rather take WI classes and have summer off to work.</li> <li>• WI provides an extra opportunity to take a class</li> <li>• Students who fail a class in fall can pick this class up (if offered) in winter and still stay on track for spring</li> <li>• Since WI and spring terms are considered as one for purposes of financial aid, students can break up their work load and take 3 units during WI and 9 during spring and</li> </ul>	

<p>still be considered fulltime students; this is less stressful for some of them</p> <ul style="list-style-type: none"> <li>• Success and retention rates are higher since students are generally only focused on one class at a time</li> <li>• WI is a financial plus because there are reduced fees for students: no health or parking fees. Students only pay tuition and enrollment.</li> </ul>	
<p><b>Advantages for College</b></p> <ul style="list-style-type: none"> <li>• The College President sees WI as a survival opportunity: if we don't adjust to students' needs and wants, they'll go somewhere else to get what they want.</li> <li>• Since half the WI classes are online, this cuts down on the number of students coming to campus and needing services.</li> </ul>	<p><b>Disadvantages for College</b></p> <ul style="list-style-type: none"> <li>• There is less time for IT staff and lab techs to do software and hardware updates in computer labs around campus</li> <li>• They have found it increasingly difficult to do the scheduled maintenance and repairs needed in classrooms and other buildings now that there is less (or no) downtime.</li> </ul>
<p><b>Advantage for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• FT faculty can choose whether or not to teach WI; some like receiving the overtime pay in February given the expenses of the holidays. There is no faculty burnout since all WI teaching is optional.</li> <li>• Faculty can annualize their load. They may also bank load or take as overload. Faculty have a 1.4 overload cap.</li> </ul>	<p><b>Disadvantages for Employees (faculty/staff)</b></p> <ul style="list-style-type: none"> <li>• There is no downtime between terms to work on projects and tasks that get put aside during the busy times</li> <li>• Potential for staff burnout exists since they bear the biggest burden of making the system work and yet seem to have the lowest compensation in terms of getting more staff to help with extra work.</li> <li>• Vacations have been a problem for many staff because the college was short-staffed to begin with. Many staff have accrued a lot of vacation time and some have even lost vacation time since they can only accrue so much. Vacations are a burden for some departments like financial aid, IT, and admissions.</li> </ul>

## California State University, Stanislaus

1. **2008 WI: length, number of sections, FTES generated, students attended, and percentage of students attended** (CSUS has a winter *term*, not an intersession)

Length	5 weeks
# of Sections	316
FTES	1,201
Students Attending	5,204
% of Students Attending	87% UG, 13% Grad

2. **Courses Offered:** Because this is an actual term and not an intersession, CSUS offers a wide range of classes similar to fall and spring. Most are General Ed or Major courses.
3. **Remedial courses:** Some remedial courses (students generally have higher retention/success rates)
4. **How did college schedule 3- to 5- unit courses? Were Fridays, Saturdays and evening used?** Unknown
5. **What student services were available?** It's a regular term; therefore, all services available.
6. **Can faculty annualize their teaching load?** Yes
7. **Is this a Datatel School?** No
8. **Pros and Cons Noted**

1) **Advantages for Students**

- It is a Winter Term, not an "Intersession." Students receiving Financial Aid receive a portion of their FA for Winter Term.

2) **Advantages for College**

- Cost effective, yet less than fall/spring (approximately 3,000 fewer students)
- Needed Winter Term due to limited classrooms in fall/spring
- Faculty decide which courses are offered

**Disadvantages for College**

- Need to process 3 full terms of everything
- Winter Term processing overlaps with Spring Term processing