

September 2013 Matriculation Committee Minutes

The following information accounts for a detailed summary of our Matriculation Committee meeting last Thursday. I was very pleased to see such a good turnout of faculty and I very much appreciated your attendance and participation.

· Assessment Policy Revision: After rich discussion regarding how our current assessment policy needs to be revised, the following is what the committee has voted on to forward to Academic Senate for review. Currently, the catalog explicitly states that a student can reassess ONCE if one of the following conditions exist:

- (1) When one full year has elapsed from previous tests;
- (2) When recommended by the department chair or division dean;
- (3) When recommended by the Student Policy and Academic Standards Committee in accordance with the exemption permitted by the SBVC policy on Assessment.

Despite the fact that the policy states that a student can take the assessment once a year has elapsed, it currently does not limit the number of reassessments as long as the student has waited 1 year. As a result, the assessment staff is finding that a large number of students are retaking the assessment multiple times. Therefore, the committee is suggesting that a policy be written and enforced that allows a student to retake the assessment once within the first year of matriculation to the college. Thereafter, the only way a student may reassess is if their assessment results expire after 2 years. Therefore, a student will no longer be allowed to test on an annual basis or attempt to test out of a class they have completed with sub satisfactory progress. Prior to our September meeting, I conducted a query regarding what other community colleges allow regarding reassessment. On average, I did not find any community college that allowed a student to test more than twice in their entire career at that institution unless the test scores expired. None of the colleges allowed students to test once per year as SBVC does; which also augments to the need for revision.

Additionally, it was agreed by the committee via a vote that SBVC should no longer accept assessment results from other California Community Colleges within a 2 year time frame. It was established that a large number of students are "assessment shopping" and continuously bringing assessment results from other colleges in an effort to get cleared of prerequisites that they had not met via the SBVC assessment. In fact, a policy requiring a student to wait a certain length of time between SBVC assessment and the clearance of another college's assessment does not even exist. Therefore, students ultimately have the ability to reassess at a multitude of colleges within a short period of time based on our current policy. It was also indicated that the cut scores for assessment differ dramatically across our community college system, including Crafton. And our fellow community colleges do not provide us with "raw scores" that would allow us to appropriately place a student. Instead, the student is only given "course placements" by each accuplacer which is problematic. Specifically, if the range of the raw scores are different across community colleges, it is likely that the student will be eligible for completely

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different levels of Math, English and Reading at the respective community colleges. Therefore, it was determined that despite the fact that most community colleges are utilizing the same assessment, due to the assessment being tailored to each school's cut scores, it would be most appropriate to no longer accept external assessments from other California Community Colleges. The only issue that had arisen from this conversation was the fact that Crafton's assessment already is imported into our DATATEL system. Therefore, if a student took a Crafton Hills assessment, their scores would already be visible in TSUM and in order for the SBVC scores to appropriately import, the Crafton scores would have to be deleted. As a result, it was recommended that perhaps it is in our best interest to formulate a policy that indicates that we will not accept assessment scores outside of our district. However, the overwhelming majority of the committee felt that we should not validate Crafton scores because their cut scores for English are discernibly different.

- **ESL Non-Credit Student Matriculation:** The committee discussed the various issues associated with expeditiously matriculating the non-credit ESL students. In the past week, Kay Weiss and I have learned that a mini-program needs to be in place to successfully facilitate the smooth matriculation of these students. Thus, a basic skill proposal has been written. The overarching issue associated with matriculation for this population is the fact that the students speak and understand very limited amounts of English and are required to complete the SBVC orientation and assessment. Effective spring 2014, I will serve as the counseling faculty designee and will implement the following programmatic steps in an effort to effectively matriculate these students:

- (1) **Application Workshops:** Students will receive assistance filling out the SBVC general application

- (2) **In-Person Modified Orientations:** Once students have received their ID numbers, I will then deliver a modified in-person orientation to the students.

- (3) **In-Person Registration:** Students will then be allowed to register in-person with the Admissions office, with my facilitation.

- **Revised Matriculation Exemption Form:** The finalized revision of the Matriculation Exemption form was presented and approved by the committee.

- **Reading Cut Score Update:** James Smith is currently finishing up data collection and will provide us with an update at the October committee meeting.

- **Matriculation Plan Revision:** We will begin to discuss what needs to be revised within our current Matriculation Plan upon Marco's return from the student success conference where he will learn more about what specifically needs to be incorporated in the plan. We will then be divided into groups and be assigned various sections of the plan to revise and augment. An additional discussion will take place

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regarding whether the actual title of the plan will need to be revised in an effort to be in according with the Student Success Act.

Additionally, I will draft verbiage based on Thursday's feedback related to how we would like the new assessment policy to read. I will send an attachment out for your review.

Our next meeting is scheduled for Thursday, October 17th from 3:00-4:30 in AD/SS 102C. Please notify me if you have any additional questions or concerns in the interim.