

October 2013 Matriculation Committee Minutes

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Introduction of New Members: We are pleased to announce that three new members have joined the Matriculation Committee:

- (1) Kimberly Jefferson: Reading Department Chair
- (2) Carol Stiltner: Nursing Faculty (Semesters 1 and 4)
- (3) Carol Wells: Nursing Director/Associate Dean

*We officially now have 3 Carol's on our committee!!!!

· Reading Cut Score Update: James Smith is currently working on examining the reading cut scores in an effort to identify whether there is a need to make new recommendations. It was also shared by James that there is somewhat of a quandary in the review of READ 951 cut scores. He had explained that some students have been permitted to enroll in the class with discernibly lower cut scores (32-34) than what was intended. Therefore, he is currently conducting a study on this problem.

· ESL Non-Credit Update: In an effort to plan for fall, Curasi is working with the Admissions Office relative to how to best streamline the admissions procedure for ESL non-credit students. An in-person modified orientation is already being worked on. However, the online application and registration procedure definitely needs to be more carefully examined. It was indicated by Diane Hunter that at most community colleges that offer non-credit courses, students are automatically exempt from the matriculation process in sum since non-credit courses are not counted identically to credit bearing courses.

· Assessment Policy Revision: The committee has agreed that the current assessment policy is in dire need of some revisions. As such, a document outlining the recommendations the committee is making had been disseminated in both email and paper forms to all of the committee members. The committee has agreed that students should only be able to reassess once within the first year of matriculation to the college. Additionally, it has been recommended that students will not be permitted to use any assessment results from other California Community Colleges including Crafton. The main reasoning behind no longer accepting other college's assessment is that (a) students have been taking multiple assessments in an effort to "test out" of basic skills courses and (b) the cut scores for English, Math and Reading are altogether different across our system. It was additionally shared and confirmed that Crafton's cut scores are also discernibly different in English and Reading than SBVC's. In fact, it was noted that a certain percentage of a student's Reading score in addition to multiple measures is

October 2013 Matriculation Committee Minutes

being added to their English placement score. Thus, many more students are assessed into English 101 as a result of an augmentation of points that SBVC does not award. Therefore, it has been determined that it is in the institution's best interest to simply draft a policy that excludes the acceptance of assessment results from all California Community Colleges (Please review supplemental document for more details).

The only dilemma associated with not accepting Crafton's scores is the exporting and importing of scores. For instance, if a student has taken the assessment at Crafton, their scores automatically populate within Datatel. If a student is going to be required to then take an SBVC assessment, the assessment scores from Crafton must be exported for the SBVC scores to be utilized. Curasi spoke to Crafton about the process that would be required to export the scores and it was initially indicated that this would require the Crafton assessment staff to manually remove the scores. However, it was also indicated by our assessment staff that this is by no means a procedure that would require herculean effort or inordinate time. And it was also explained that the majority of students we get with external assessments are outside of our district. Therefore, this presumably would not be burdensome.

Marco also indicated that Crafton has mentioned not continuing to accept our scores in the relatively near future. Therefore, this may further augment our desire not to accept Crafton scores. As a result, Marco is going to follow up with Crafton to verify how our scores are going to be treated and then the committee will take a vote at the November meeting relative to whether the assessment policy should recommend the acceptance or denial of Crafton scores. At that point, the verbiage of the committee's recommendation will be finalized and brought to the Academic Senate for review. Once we are included on an agenda, the Matriculation Co-Chair, 1 English, Math and Reading faculty as well as 1 assessment center staff member will present the committee's recommendation to provide a multidimensional platform and to answer any discipline specific questions that may arise from the body.

· Matriculation Committee Name: There has been some iteration statewide revolving around whether community college Matriculation Committee's should change their name to be in direct accordance with the Student Success Act. Some colleges have changed the name of this committee to the "Student Success Committee" including Crafton. Marco and James have agreed to verify whether or not a change in name is going to be a state mandate. However, the committee has decided that if there is no such mandate, they prefer to keep the committee named as is because the committee name is to describe the "process" of matriculation; which has not changed.

October 2013 Matriculation Committee Minutes

· Student Development Courses Discussion: The committee briefly discussed the importance of our continual offering of student development courses. Faculty agreed that offering more of these courses will allow the counseling department to expeditiously carry out the new mandate for comprehensive educational plans. In sum, the committee was fully supportive of the consistent offerings of these courses so long as Administration concurred.

· Student Success Act Discussion: Curasi reviewed some key tenets of the Student Success Act especially as they related to counseling related services and funding. It was explained that effective 2015-2016, 60% of our funding will be attributable to counseling and matriculation services including orientations, assessments, initial and comprehensive educational plans and follow-up services. In this description it was also discussed how the counseling department is rigorously working on efficaciously enhancing service delivery in an effort to meet the demands emanated by the new legislation. It was shared that counseling has appointed a "Student Success" sub-committee to begin iterations regarding how to best prepare for the new requirements. Additionally, the new two-year educational planning groups have been introduced to the committee.

*Jeremiah Gilbert will be in attendance at November's meeting to discuss what new information he has learned from a statewide level.

· Capturing Prospective Students for Reporting Purposes: Curasi introduced the current dilemma of not being able to capture student contacts for students who have not yet applied to the college. In the past (SG) or temporary numbers have been assigned to these students in that (SG) Identifiers are indeed able to be used in MIS reporting, as verified by James Smith. However, DCS has expressed a concern in the utilization of (SG) numbers in that it has been identified that some degree systemic confusion arises when the student actually applies to the college. As a result, it has been recommended that students are required to apply to the college prior to receiving counseling or other related services. However, the committee decided that this would not be most appropriate seeing that not all students are wanting to immediately apply to the college; and instead simply prefer to seek information prior. Curasi conducted a preliminary query of how the Region 9 colleges were accounting for these contacts and it was nearly unanimously identified that our counterparts are using (SG) numbers devoid of systemic failures. Therefore, Marco is going to follow-up with our DCS office regarding how to best proceed with this matter. Additionally, it was recommended by the committee that we may consider collecting and maintaining records of "half sheets" tracking a student's full name and birthdate to use for reporting purposes in the event that there are no other plausible compilation strategies.

Thank you,

October 2013 Matriculation Committee Minutes

Gina Curasi, M.S.

Counselor/Instructor

Matriculation Co-Chair