

Student Success Act and Plan Discussion: Jeremiah Gilbert visited our meeting to give us an update on what he learned from the fall Academic Senate Conference he attended relative to the Student Success Act. There is a power point co-developed by counseling faculty at two other community colleges discussing what their individual colleges are doing to prepare for the implementation of the Student Success Act. I can certainly forward the power point to you. Additionally, it was mentioned that the Student Success Plan written and prepared by the college will be due this coming October. This plan will predominantly take the place of the “Matriculation Plan” and our committee will primarily be the group of individuals responsible for the writing and configuration. Currently, the most recent matriculation plan we have on file is 2005 and it was additionally confirmed by the previous matriculation coordinator that this was the last plan written. Thus, unless a more recent one is located, we will need to begin our evaluation of the material within the last plan and begin writing the new plan. I asked Jeremiah if there was a specific template that was given for us to follow and he did indeed locate one which he has forwarded to me. Attached to this email is the template that we will collectively review at our next committee meeting.

New Assessment Policy Update: At this meeting, I shared a proposal that I had written regarding the revision of our existent assessment policy that was inclusive of the recommendations the committee discussed. After a robust discussion, it was determined that I will edit the proposal in an effort to achieve optimal clarity and consistency and the revisions will then be brought back to the committee for additional recommendations and finally a vote. Once the document has been meticulously scrutinized and ultimately approved by the committee, I will work with Algie in the spring to bring this to Academic Senate for review. Again, we present this change in policy to senate, I am requesting that at least 1 English faculty, 1 Math faculty and 1 assessment staff accompany me in an effort to provide senate with the most multidimensional explanation as possible for refining our policy.

Matriculation Catalog Entry Review and Discussion: In my recent review of the “Matriculation” section of the catalog as outline on page 09, it occurred to me that ACAD 001 was indicated as a requirement for graduation, “Students who intend to graduate from San Bernardino Valley College are required to complete ACAD 001 during the first two semesters in which they are enrolled in 9 or more units” (SBVC Catalog, p.09). However, in actuality this is really not the case seeing that the college could not offer the number of sections of ACAD required to substantiate all new students. Marco shared that when Admissions conducts their audit of a student’s record at time of graduation, they simply clear each student manually of the requirement. Initially, my recommendation was to simply move to omit this statement since students really are not required to take the class. After discussion, we agreed that this is indeed worthy of forwarding to the curriculum committee for consultation. It was additionally recommended that we investigate the campus’s feeling about possibly revising the content of the current ACAD course and at some point increase the number of sections offered whether it is officially a requirement or not.

Educational Planning Updates: I provided a thorough update to the committee on the counseling department’s efforts related to educational planning. I re-emphasized that with the upcoming Act, 40% of our campus’s funding will be dependent on the number of comprehensive educational plans. As a result, counseling is making a concerted effort to increase the number of

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comprehensive educational plans manufactured. One way the department is doing this is by piloting a comprehensive educational planning group by majors and goals (Associate degree vs. Transfer vs. Certificate). I also explained that I make an avid effort each semester to visit as many classrooms as possible to spread the word about educational planning and the new mandate.

Early Alert Update: I reiterated to the committee that the SARS Early Alert software has indeed been purchased and is awaiting DCS installation and faculty training. I also emphasized the importance of instructional faculty “buy in” in that the system is solely dependent on instructional faculty referral. I indicated that with the current Early Alert system, I typically only get referrals from 2-3 instructors at most. However, for the new system to work, we definitely will need to indicate the importance of electronic referrals from the faculty. Some committee members recommended that we visit instructional division meetings to briefly discuss early alert and others suggested that we may even consider compiling a presentation on early alert and instructional referrals for FLEX.

Just a reminder. We are not going to meet December 19th since it is the week of finals. I do realize that it is on your outlook calendars. However, the committee unanimously agreed that not having a December meeting due to final examination administration is irrefutably in the best interest of the faculty. We will reconvene the third Thursday in January and I will email any updates in the interim. I will also email the revised assessment policy revision for a preliminary look.

I wish all of you the happiest of holidays and will look forward to beginning a new semester with all of you!

Please note that if you have any questions or concerns before the next time we meet, do not hesitate to contact me.