

## **CHC Matriculation Advisory Committee**

### **Minutes for September 24, 2010**

**Members present:** Rejoice Chavira, Frances Southerland, Rebecca Orta, Milly Douthit, Kathy Gibson, Rebecca Warren-Marlatt, June Yamamoto, Scott Rippy, Kirsten Colvey

- **Welcome and Review of Agenda**

Kirsten provided an overview of the meeting and what she hoped to accomplish at the meeting. The purpose of the meeting is to review what had already been accomplished and to set some timelines for completion of the Matriculation Program Plan. Rebecca asked about whether a student had been appointed and if there was someone willing to act as mentor. Kirsten will follow-up with Ericka Paddock on it and agreed to act as the mentor for the student.

- **Timeline for Approval of Matriculation Program Plan**

Kirsten would like to have the Matriculation Program Plan completed by winter break so that it could move forward to Academic Senate for approval in the spring. She recommended and it was agreed that the committee would meet bi-weekly starting October 22. October 22 would be the last meeting to be held on the 2<sup>nd</sup> and 4<sup>th</sup> Friday schedule. The remainder of the meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Fridays following the Chairs Council. As soon as the plan is completed the committee will move to a once a month schedule for meetings. Kirsten recommended and the committee agreed that two components would be considered for approval at each of the upcoming meetings. Committee members will be provided with a copy of the two components in advance of the meeting and will be asked to read it in advance and come prepared to the meeting with comments and suggestions for revision. The tentative schedule will be: October 22 – Assessment and Counseling Advisement components; November 5 Research and Evaluation and Follow-up components, November 19 – Coordination and Training Component, December 3 – Pre-requisite/Co-requisite and Advisories.

- **Update on CHC Matriculation Projects**

- **Orientation**

- **Online Orientation**

Face to face orientation continued this summer. Research has been completed via the Matric SAO's and there are concerns about those results. Counselors and the orientation work group will be reviewing these results with the Office of Research and Planning. The Orientation Workgroup previewed two products for providing online orientation. The group recommended that we consider purchasing the product provided by Cynosure for this purpose. A request was made to the BSI committee who will be funding a part

of the purchase. It is hoped that if the new Title V grant can fund part of the purchase also.

- **Assessment**

- **EAP**

- Crafton was accepted as one of the pilot schools for EAP implementation. As a part of the pilot a mini-grant was made available. Crafton's proposal was not accepted as one of the top five for the mini grant. New opportunities will be made available in the future. It was recommended that one of the goals of the committee for next spring will be to review EAP and how we want to implement at Crafton.

- **Follow-up**

- **Early Alert**

- Kirsten is still working with DCS in setting up the SARS ALERT. She plans to have it available for the spring semester.

- **Research and Evaluation**

- **SLO**

- Kirsten passed out the summary of the evaluation done on the SAO's for Matriculation this last cycle. There are very positive outcomes for students who participate in the matriculation process. A copy of the report has been forwarded to the whole committee. The outcomes were also shared by the President at the Board.

- **Accuplacer Validation**

- The office of Research and Planning is working with the math faculty on validation of the cut scores for placement into math. That office will report on the results at a future meeting.

- **Retest**

- Retests have been allowed and data is being processed so that the Office of Research and planning can review the practice for efficacy. Challenge data will also be provided for review. Kirsten would like the committee to review this information and provide guidance on a policy regarding retesting.

- **SOA<sup>3</sup>R**

- The SOA<sup>3</sup>R program has received recognition by the FACE (Federation for a Competitive Economy) as a best practice. The results of the research done by the Office of Research and Planning were forwarded to FACE. There are plans to continue SOA<sup>3</sup>R next spring.

- **Goals for 2010-11 Academic Year for Matriculation Advisory Committee**

- It was decided that this discussion would be tabled until a later meeting and perhaps after the committee had finished its work with the Matriculation Program Plan.

- **Meeting Dates?** The next meeting date will be October 22. Place to be determined.