

SCSS Officer/Representative Report Sheet

Filing Information

Division/Position: Student Services		Date: 4/14/09
Name: David Mumpfield	Contact Info: dmumpfield@aol.com	
Name: Heidi Baldwin	Contact Info: livingstonehope@yahoo.com	

Committee Report

Committee: Matriculation	Date/Time of Meeting: 4/14/09
Guest(s) Present/Notes: Lois Cushnie, Catherine Jackson, Diana Hamar, Kevin O'Rorke, David Mumpfield, Lucha Ortega, Teal Macmillan, Dan Scollon, Keith Brookshaw, Heidi Baldwin, Wade McMaster, Rebecca Reyes	
Item(s) Discussed/Notes: Discussed the requirements for English Placement; faculty opinions varied as to when would be the best time to assess students. Assessment Subcommittee Report – update on cut scores. Data from faculty gets scanned and tallies should be ready soon.	
Administration policies for International Students: Keith Brookshaw shared Academic Senate's suggestions on language used and grammatical errors.	
Early Alert 10 th week Spring 2009 Report – handout comparing previous years to this year's of counseling appts. Committee suggested adding Early Alert dates to the schedule under important dates.	
Review Matriculation Goals: General Areas of Matriculation Committee Oversight – discussed the issues of counseling appointments not being entered. By not showing the correct numbers (they were displaying 0 year after year), the monies for matriculation could get cut and we want to know how many students are using the counselors. IT will be a priority for following students through the process next year. A rough draft of the goals will be available for the next meeting. The By-laws are done.	
Site Visit – collecting data to merge Datatel and SARS. Meeting w/ Lucha Ortega regarding the non-credit matriculation requirements/services.	
Minutes Included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Agenda Included? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Additional Paperwork Included? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

Committee Report

Committee: Matriculation	Date/Time of Meeting: May 12, 2009 3 pm
Guest(s) Present/Notes: Lois Cushnie, Catherine Jackson, Diana Hamar, Kevin O'Rorke, Teal Macmillan, Heidi Baldwin, Jim Keating, Rebecca Reyes	
Item(s) Discussed/Notes: Provided a copy of the new by-laws and goals. See attached.	
Assessment Subcommittee report – discussed EAP testing of Junior HS students. They are tested as a Junior and if they pass the test they can enter CSU level Math & English, they don't have to take that particular college's test also. It has not been approved for use at the community college level. Discussion of whether or not to be a test campus for it. A EAP coordinator would have to be hired to take it on. It was discussed as a positive thing and faculty advisors will discuss it with their faculty.	
Mission Statement was not discussed because Lucha Ortega was absent.	
Exemptions from the Matriculation Board Policy & Administrative Procedure needs updating. 300-level classes are exempt, as well as 200-level. There needs to be a plan for successful transition into transfer classes.	
Statewide Matriculation Mtg. that Kevin O'Rorke & Carol Angell attended; went over the issues with using Datatel vs. SARS. Counselors like SARS, but the info has to be transferred into Datatel, then into MIS. Kevin was made the Region 1 coordinator.	
Schedule Availability – late for Fall 2009. It didn't come out until April 28 th in paper form.	
No report for cut scores for English yet – will have one.	
Next Matriculation meeting will be September 8, 2009.	
Minutes Included? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> X	Agenda Included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X <input type="checkbox"/> No
Additional Paperwork Included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X <input type="checkbox"/> No	

Copies of additional paperwork should be attached along with copies of minutes and agendas to this form.