

# MATRICULATION ADVISORY COMMITTEE MEETING

## Minutes

Thursday, October 11, 2007

2pm-3:30pm

**Chaired by:** Monica Delgadillo-Flores

**Present:** Isabel Alanis, Mike Barnes, Tim Brown, Claudia Castro, Lupe Delgadillo, Monica Green, Rafal Helszer, Judith James, Charlene Jeter, David Lee, Kelly Loveridge, Daniel Martinez, Lily Martinez, Shona Mitchell, Carmen Perches, Cecile Rubin, Rogelio Ruiz.

**Absent:** Lilia Acevedo, Lorraine Anderson, Sandy Baker, Michael Carrillo, Eileen Colapinto, Kenneth Cramm, James Cregg, Tabitha Fuller, Sandra Goulsby, Judy Haugh, Marilyn Jacobsen, Gary Jimenez, Ellen Kime-Hunt, Pam Kollar, Mary Legner, Paula McCroskey, Jodi Mowrey, Cindy Taylor, Eugenia Vincent, Don Wilcoxson, Kristi Woods.

### **Welcome:**

Meeting called to order at 2:05pm- Introductions

**Featured Guest:** Dr. Monica Green, Interim Associate Vice-Chancellor, District Student Services and Operations announced RCCD is currently working on revalidation of cut scores for English/Reading. RCCD requires all new college students to take the placement test. While we strongly recommend students to enroll in appropriate basic skills courses their first semester, we do not require students to register for basic skills courses prior to engaging in other college courses. One of the recommendations presented in the Basic Skills Initiative literature was to move towards mandatory placement. RCCD does not have mandatory placement but we do enforce prerequisites. There have been some recent changes in how we report Matriculation MIS data to the Chancellor's Office. The District Matriculation Office is working closely with Raj Bajaj in Institutional Reporting to ensure accurate reporting. While the districts receive Matriculation funding based upon student enrollment, it is essential that we work to provide accurate data so we can demonstrate how the institution is using matriculation funding to support students in achieving their educational goals.

As for Early Alert, a total of 279 forms were returned (27.82%) by Faculty. A total of 2,563 forms were distributed to 1,003 faculty members and a total of 699 forms were returned (27.27%). Next Spring the district will be expanding the Early Alert process to Faculty teaching an 8 week course. Tim Brown suggested that Dr. Green attend Academic Planning Counsel Meetings (APC) to help inform faculty regarding the Early Alert process and the benefits it brings to students and faculty.

### **Campus Updates:**

**Math Department Chair, Rogelio Ruiz** passed out informational handouts regarding; Math assessment grid, MAT-63 and 64 courses. The MAT-63 handout provides students who placed into MAT-63 with three course options. The first option is to take Math modular courses, i.e. MAT-90A-90F which is recommended for students who wish to build a strong foundation in math with user-friendly web enhanced and self paced methods. Option two, is recommended for students who have enrolled in traditional lecture type courses such as MAT-63, 64 and 52. The last option is recommended for students who have strong basic arithmetic skills (MAT-65).

The MAT-64 handout is given to students who placed into MAT-64 and includes course information to help students select an appropriate Math course. These students have two options to choose from. The first is to take modular courses to help students build a strong foundation in math, such as user-friendly web-enhanced and self paced methods. The second option is to take traditional classes such as MAT-64, MAT-52 or MAT-

65. MAT-65 combines MAT-63 & MAT-64 curriculum. No prerequisite required. This course is now being offered at all three campuses.

Mike Barnes asked why MAT-35 was being offered at UCR for the Fall Semester; Mr. Ruiz responded that the course offering is a collaboration between RCC and UCR. The course applies to students that did not pass the math major requirement at UCR; however the class is also open to RCCD students. This course is being offered as a 10 week course to help accommodate students on quarter schedules.

According to the Math discipline, beginning 2009 MAT-35 will be the new math requirement to receive an associate's degree. The discipline would like to offer an application course similar to MAT-35. MAT-802 will be open to entire student body similar to CIS-96/97 and tutoring. MAT-802 and MAT-12 honors still need to go through curriculum.

**English Department Chair, Tim Brown** also announced beginning 2009 ENG-1A will be the new associate's degree graduation requirement. High schools are offering Literature based courses instead of composition classes. Therefore, incoming RCC students have little knowledge of English Composition.

\*The only course comparable to college level ENG. COMP. is High school AP (English) classes.

*ESL Update:* Tim Brown updated committee members regarding what ESL faculty describes as TRACK 1 or TRACK 2 students. TRACK 1 identifies students who are Non-English Speakers while TRACK 2 identifies student who are Native English Speakers. For example, ESL faculty does not encourage native speakers to enroll in ESL-55. The course context covered in ESL -55 is entirely different to ENG-60A. For this reason, ESL faculty has provided Counselors with a handout of questions that will identify what track the student should be on. Currently the ESL department has 4 qualified ESL tutors. This is not enough for the large majority of students who place into ESL-55. This year, 300 students tested into ESL-55.

Counselor, Kelly Loveridge would like ESL faculty to resend ESL handout. Counseling Department has not received the information provided by the faculty. Tim Brown agreed to forward document to Judy Haugh, Counseling Department Chair to distribute accordingly.

*Reading Update:* Tim Brown gave another update on behalf of the Reading department. Last fall the Reading discipline looked at the cut scores for the Reading Placement exam and the Nelson Deny Test. Thanks to Daniel Martinez from Institutional Research the Reading faculty made an adjustment to the cut scores. This adjustment impacted lower enrollment. The variable to low enrollment could have been caused by students knowing about the change before it occurred. However, the good news is that enrollment rates are back up. A fairly new course titled REA-86 is indented for student currently enrolled in lecture classes where the curriculum and instruction depends on extensive textbook readings. This course is designed NOT to stand alone. REA-86 is not a skills class. The course will help students become successful in content area and implement reading strategies. This course needs to be a companion class while reading expository text. Reading faculty would like to encourage content area instructors to get students enrolled in this course. It is intended to help students who have difficulty concentrating but *do* recognize reading. Mr. Ruiz noticed this course was not added to the Reading assessment chart and recommends it be added.

Reading modules can be accessed to help with reading and writing. These courses are open to all students. Reading/Writing lab resources are only available to students enrolled in English classes but in the future the faculty would like to open it up to all students. However, this depends on space availability.

*Speech/Communications:* Faculty noticed on page 46, school catalog, SPE-1 is not noted under general pattern curriculum and they would like do know why the course is listed under area 2 (*Faculty would like an explanation*)

Mike Barnes asked what was the percentage of students passing ENG-60A and skipping ENG-60B to register for ENG-50, however the English Discipline does not have numbers to share, but do believe it is a small percentage. Mike Barnes suggested that part-time faculty be informed regarding course challenge procedures. This will better the communication between students and instructors.

**Assessment Center Update:** David Lee announced that the new RCCD assessment platform went live on Oct. 3<sup>rd</sup>. The new platform will only be noticeable to those administrating the test; otherwise there is no change with the exception of the student printout. Unfortunately; the font is not ADA compliant. RCCD does not have access to make any changes. The changes would be done by College Board, Accuplacer.

**Counseling Update:** A total of 7.6 Counselors are doing regular counseling for the general student population. Counselors are now starting to present new AOC orientations for the upcoming term in addition to Basic Skill Class Presentations. Mike Barnes announced that a total of 1,720 students were tested for the Fall 07 semester and 2,216 students were seen by counselors on individual appointments.

**Other:**

Claudia Castro, Educational Advisor at Rubidoux Annex mentioned the Center is currently serving over 1000 students. The Rubidoux Annex offers short term classes, assessment testing and general student advising to help student through the matriculation process.

Meeting adjourned at 3:26pm

Next meeting scheduled for Thursday, December 6, 2007 in the Heritage room from 2-3:30pm.