



Matriculation & Transfer Committee Minutes

1 May 2008

MEMBERS PRESENT: Lynda Halttunen, Perri Brock, P.J. DeMaris, Stan Levy, Carol Lowther, Diane McAllister, Steve McDonald, Jorge Saavedra, Anne Stadler

MEMBERS ABSENT: Michelle Barton, Berta Cuaron, Jose Fernandez, Ron Haines, Gloria Kerkhoff, Joseph Madrigal, Leanne Maunu, Scott McClure, Don Sullins and ASG Representative

Recorder: Carol Naddi

The meeting was called to order at 2:05 p.m.

1. **Approval of Minutes** - Minutes of the 6 March 2008 meeting were approved, by consensus, with the following corrections:

Jorge Saavedra should be listed as absent from the meeting.

Item #6 Transfer Center Update should read: SDSU is changing its admissions requirement. 2.4 GPA requirement is now a 2.8 GPA requirement.

2. **Additions to Agenda** – None

3. **Credit Matriculation Update** – Lynda reported that budget cuts across the board are expected for the 2008-09 fiscal year. There has been discussion that the categorical cuts will range from 4 – 15% with the CalWORKs Program receiving the biggest cut. In 2002 there was a 30% reduction in the Matriculation budget which has not been fully reinstated to date therefore it is hopeful that the Matriculation budget will only receive a 4% cut.

The 2008-09 Budget Development form has been completed for Matriculation with 95% of this year's budget projected for next year. The salaries and benefits are assured in the budget. We will under spend until the allocation is received sometime in October 2008.

Lynda and Jose Luis Ramirez presented the Palomar College EAP program at the CCC Student Services Conference on 9 April. The presentation was well-received.

There still has been no word from the CCC System Office on the Categorical Programs Self-Evaluation which was submitted in February 2007. The CCC System Office is now working on evaluating other colleges.

4. **EAP 2008 Update** – Lynda reported that the EAP Committee has been meeting every Monday at 3pm. Lynda has been coordinating the logistics of the EAP event. On May 28 several staff will be trained on how to assist students registering for classes on the new PeopleSoft 9 program. The conversion to PeopleSoft 9 is scheduled for June 6, 2008. The first EAP date is June 7, 2008. In addition to the conversion, the destruction of the ES & LS buildings are also scheduled, 16 portable classrooms will be placed in Parking Lot 2 which will impact parking and the SAT, ACT and CHSPE

will be offered on each of the same Saturdays that the EAP is scheduled. Parent orientations will also be held at the same time as EAP, in P32.

SARS Call, phone voice messages, have been going out to students that are identified in the database as part of the EAP group informing them to register for an EAP session beginning May 16. Letters have also gone out to students in the past week reminding them to register for a session.

5. **Basic Skills Initiative** – Steve McDonald reported that Palomar is in the process of implementing a Teaching Learning Center at the Escondido Center. The area will include tutoring, workshops, counseling, professional development and instruction. The Basic Skills Initiative is being funded by the state. A group from Palomar has gone to other colleges to view the centers that have been built at their campuses. Chaffey College is one of the colleges visited. The Center at Chaffey is working well. Matriculation is involved with this initiative because it is responsible for the assessment and advising of Basic Skills students.
6. **Non-Credit Matriculation Update** – Anne reported that Marilu Sanchez has been hired as the new 45% ESL specialist and is working evenings at the Escondido Center. She is dynamic and very personable with the students. Marilu had been a student in Palomar's ESL department.

Jose Luis Ramirez has been accepted into the CBB Program (Community Block Based Counseling Program) at San Diego State University. He will reduce his hours at Palomar College so he can attend the classes.

Marcela Gomez, ESL Senior Office Specialist, is completing an internship in the Counseling Department and will be teaching a class.

Non-Credit Matriculation will not know what its budget will be until October, 2008. Unlike Credit Matriculation, Non-Credit Matriculation never has had a 95% guarantee.

7. **Transfer Center Update** – P.J. reported that the Transfer Recognition event will be held on May 7 from 5:00 – 7:00pm at the San Marcos Civic Center. Everyone is invited. Please call the Transfer Center to RSVP. Beginning in fall 08, certificate students will be able to participate in commencement therefore the Transfer Recognition event will no longer be needed.

The Transfer Center has been hearing from a lot of excited transferring students that have been accepted into universities.

8. **PEERS Update** – Diane reported that the PEERS Program is doing well. The Peers are continuing to go to the high schools. Both current and previous years' Peers will be assisting at the EAP event. As many as 12 students can work as Peers each year. The criteria to work as a Peer include: dependable, diverse and enjoys working with students.

Diane reported that she talked to President Deegan about the possibility of giving the old computers that the District is replacing at Palomar to Vista High School. Palomar College will be purchasing new computers through Prop M monies. Due to the outdated computers at Vista High School, it is very difficult to conduct assessment testing. The possibility of the transfer taking place is very positive.

9. **Other** – none
10. **Next Meeting** - 18 September 2008, 2:00pm in SU-30.
11. The meeting was adjourned at 2:55pm.