



Matriculation & Transfer Committee Minutes

11 March 2010

MEMBERS PRESENT: Lynda Halttunen, Glyn Bongolan, Richard Borden, Karan Huskey, Herman Lee, Stan Levy, Leanne Maunu, Diane McAllister, Steve McDonald, Renee Roth, & August Williams - ASG Representative

MEMBERS ABSENT: Lorie Bale, Berta Cuaron, Ron Haines, Tim Hernandez, Gloria Kerkhoff, Nimoli Madan, Scott McClure, Mary Jane Najor, Jose L. Ramirez, Jorge Saavedra, Tony Smith, Don Sullins, Mark Vernoy

Guest:

Recorder: Dorothy Farrell

The meeting was called to order at 2:00 p.m.

- 1. Approval of Minutes** - Minutes of the 10 December 2009 meeting were approved, by consensus.
- 2. Additions to Agenda** – Lynda added “Proposal to change name of this committee, with more emphasis on Transfer.”
- 3. Credit Matriculation Update** – Lynda reported that the Matriculation allocation for 2009-1010 was cut by 57% and it is now up to the District’s discretion to move funds within categorical budgets. The last Governing Board Agenda contained an item to move \$1.00 from the Matriculation budget to the EOPS budget to allow that flexibility.

We were able to roll over \$100,000 from the 2008-2009 budget to the current budget, and were also able to negotiate with the District to transfer \$68,000 from Federal stimulus money. DRC and EOPS also were granted \$68,000. CalWORKS did not request the additional funds. The 2010-2011 Matriculation budget will not have the \$100,000 roll over or the \$68,000 Federal stimulus. No lay-offs have been necessary, but hourly positions have been reduced.

CSU is working with PC testing high school students during their junior year. The English and Math Depts. are willing to accept that placement using the statewide instruments. We will have access to the resulting databases. Diane McAllister and Calvin One Deer Gavin submitted a plan to work with the CCC. Out of 21 schools that applied, PC was one of 11 accepted for this program. We still may have to assess approximately 80% of the students that are not ready for college level classes. CSU is exempting students that pass this EAP test. A writing sample may be necessary if funds go away from Matriculation.

- 4. EAP Update** – Kim reported that counselors are meeting with small groups of high school seniors during four 2-hr. sessions every Saturday at PC during March, April and May. They are spending 45 minutes for orientation, 45 minutes for Ed Plan, and 30 minutes instruction on how to register for classes. With this information, the students should be able to register for their fall 2010 classes on their own, without attending one of the EAP Friday sessions in June. The Friday EAP sessions will be held on June 4, 11 & 18. Admissions and Counseling offices will be closed on those Fridays, but the Cashier’s Office will be open to accept payment. Fees will need to be paid within the deadline, or students will be dropped from classes. SARS CALL will be activated to remind students to pay fees. The fee per unit may be raised to \$40.00.

5. **Non-Credit Matriculation Update** – Steve McDonald reported that 57% of the Non-Credit Matriculation budget was cut, resulting in a \$91,000 reduction. No hourly workers have been hired, which has resulted in fewer services for students.
6. **Transfer Center Update** – Karan reported that the registration process for 4-year schools may be increasingly more difficult, as more of the programs are becoming impacted. She has been making presentations in classrooms to get as much information out as possible, but asked for ideas in reaching more students. The committee suggested the following:
 - a. Present information at ASG and club meetings
 - b. Set up a table in the Student Union, possibly during “free food” ASG events once a month
 - c. Prepare a short presentation that could be made at Department meetings
 - d. Attend VP Cuaron’s Chairs & Directors meetings

There will be no separate end-of-year Transfer Night this year. All groups have been asked to celebrate at Graduation, with possibly a tent for refreshments. Karan will contact Sherry Titus to see about having the transfer students wear a white tassel on their graduation cap.

7. **Assessment Update** – The Assessment Office is in the process of assessing high school seniors at 43 high schools, at a cost of \$5.00 per student. The PC Math Department is talking about possibly using a different testing instrument for placing students in the proper level math class. Standardized placement testing is working well for ESL.
8. **Other**
 - a. Lynda advised the committee that she may be stepping down as Chair of the Matriculation and Transfer Committee, and that the Transfer Center Director, currently Karan Huskey, would assume the responsibility. It is likely that Matriculation funds will continue to dwindle, and Transfer issues for students will be more paramount, which would make this a logical switch. This item will be on the May Agenda for discussion.

9. Next Meeting – 13 May 2010

10. The meeting was adjourned at 3:00 pm.