

**MEMBERS PRESENT:** Lynda Halttunen, Katheryn Garlow, Tere Hogan-Egkan, Nimoli Madan, Leanne Maunu, Diane McAllister, Anne Stadler

**MEMBERS ABSENT:** Michelle Barton, Berta Cuaron, Jose Fernandez, Ron Haines, Herman Lee, Stan Levy, Joseph Madrigal, Scott McClure, Pat Roberts, Don Sullins, Tom Ventimiglia and ASG Representative

**GUESTS:** Lisa Galbreath, Pat Kerns

**Recorder:** Carol Naddi

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

**1. Approval of Minutes**

Minutes of the 9 March 2006 meeting were approved with the following corrections:

**Item #5** – Anne also reported that a bilingual speaking staff member will be hired in ESL at the Escondido Center.

\$4,000 has been budgeted for high school students in the program to come to Palomar for testing, an orientation and a tour.

**2. Additions to Agenda** – None

**3. Joint DRC, CalWORKs, EOP&S & Matriculation System Office Site Visit (2006-07)** – Site visits have been suspended since 1998; at the Region X Matriculation meetings, the Matriculation Directors and CEOs agreed that site visits were not needed but that technical assistance would be available if needed. EOPS Directors felt that the site visits were needed because it helps them when dealing with compliance issues with the District. Therefore a compromise has been suggested which includes a combined sit visit for DSPS, EOPS, CalWORKs and Matriculation (Credit & Non-Credit). The site visit will be 2-3 days long. The team will consist of representatives from DSPS, EOPS, CalWORKs & Matriculation and the Vice President of Student Services will be the chairperson. Palomar is scheduled to have its site visit in 2006-07. Our last site visit was 10 years ago. Lynda will review the plan over the summer and make the necessary arrangements for rooms and people that will be interviewed. During the last site visit, Lynda conducted mock interviews and the Matriculation Program was deemed exemplary. Anne shared that Non-credit Matriculation is in compliance.

**4. Assessment Instruments and Asset as a locally managed test** – As of April 2006, Asset should not have been used any longer as a placement test. Michelle Barton put together a packet to ask for an extension from the Systems Office to be able to continue using the Asset Test. If the extension is approved, then we will have 2 years to prove that it is a reliable test so we can continue to use it. Diane McAllister would like to keep the Asset test as a backup.

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Lynda invited all of the high school counselors to teach a counseling course, preferably Counseling 110. Emails were sent to 41 schools; 10 schools have responded. High school English and Math instructors are willing to teach classes also. Jose Fernandez and Lynda will conduct the training with the instructors in June. A possible option for textbooks would be to use a textbook lending program where only one textbook will be used instead of the option to choose for each class.

5. **Re-Structuring Pre-enrollment/Matriculation Services** – An Assessment/Matriculation task force group has been formed to look at matriculation issues. A handout on Task Force Recommendations discussed at the San Diego Forum on May 2, 2006 and a handout on the Issues & Possible Restructuring Ideas were reviewed and discussed by the committee members. Community College assessment standards are stricter than any other institution of higher education. Discussion was held regarding Title V and AB 3 and going back to the original intent of the law.
6. **Transfer Center Update** - Tere reported that 265 people RSVP'd for the Transfer Center Recognition Event vs. 100 people from last year. All of the student union was used for the event; there was a write-up in the newspaper on the Transfer Center Recognition Event.
  - The Transfer Center will keep a list of students transferring to universities that would be willing to receive an email on future students transferring to the same university.
  - Many students transferred to out-of-state universities and private schools.
  - Tere has been selected to participate on the Intersegmental Transfer Committee which is a statewide task force.
7. **Non-Credit Matriculation Update** - Anne Stadler reported that Non-Credit Matriculation spent \$56,000 on computers, a cart and a wireless printer for Fallbrook High School. All money has been spent for the fiscal year.
  - Juan Gonzalez has been hired as the ESL Student Specialist and is doing a fabulous job.
  - ESL testing & tours for the high schools are going well here at San Marcos.
  - On May 28 the Centro Guadalupano in Pauma Valley will give the ESL Program 15 minutes at an event that is being hosted by them to talk about the INEA & ESL Programs. 1000 people are expected to attend this event. Juan Gonzalez & Adriana Ramirez (Esc. ESL Program) will give information about P.C. at a table for two hours.
8. **PEER Ambassador Update** – Diane reported that 3 Peers participated in the Transfer Center celebration. The Peers are very successful. Javier, Neill and Juan have all received contract positions. Recruitment for fall will begin when school starts. Counselors have sent names of potential Peers.
  - The assessment office attended the Diversity event on May 1, 2006.
9. **Other** – None
10. **Next Meeting** – 21 September 2006, 2:00 p.m. in SU-30
11. The meeting was adjourned at 2:55 p.m.