

MEMBERS PRESENT: Lynda Halttunen, Perri Brock, P.J. DeMaris, Tere Egkan, Herman Lee, Nimoli Madan, Leanne Maunu, Diane McAllister, Jorge Saavedra, Anne Stadler

MEMBERS ABSENT: Michelle Barton, Terrie Canon, Berta Cuaron, Jose Fernandez, Katheryn Garlow, Ron Haines, Gloria Kerkhoff, Stan Levy, Carol Lowther, Joe Madrigal, Pat Roberts, Scott McClure, Don Sullins and ASG Representative

GUESTS:

Recorder: Carol Naddi

The meeting was called to order by Lynda G. Halttunen, Chair, at 2:08 p.m.

1. Approval of Minutes

The minutes of the 14 December 2006 meeting were approved.

2. Additions to Agenda –

- None

3. Credit Matriculation Update – Lynda Halttunen reported that at the recent Board of Governors meeting a discussion was held regarding Community College assessment and the need to review the development of a statewide instrument throughout the community college system.

In addition to what has already been approved, a new state-wide assessment instrument will be designed and implemented by November 2007.

Lynda sent a notice to Basic Skills Instructors, Math, English, ESL and Counseling informing them of a meeting on March 30 to discuss test validation expertise for written and computerized tests. It is presumed that both types of tests will be created in addition to a special test for students with disabilities. They will also look at instruments that have already been used. The Region X Professionals, Deans & Directors, support this decision.

Lynda will be attending and presenting on Enrollment Management at the Student Services All Directors Training in San Francisco from April 23 – 25, 2007.

The Categorical Programs Self Study has been completed and sent to the System Office. Lynda has not heard yet how we are going to be evaluated. Copies of the Self Study have been placed in a binder and are available to any committee member interested in one.

4. Non-Credit Matriculation Update – Anne Stadler reported that Non-Credit Matriculation still has \$50,000 left in the budget to spend.

Non-Credit Matriculation staff are conducting orientations in all ESL classes at San Marcos, Escondido, Fallbrook and Ramona as well as off campus sites. Jose Luis Ramirez began the Early Acceptance Program assessment of ESL students in February in the high schools, and he is assisting Diane's staff as needed at the high schools with glitches in the administration of

COMPASS testing. He is also coordinating the Financial Aid Latino Mentors in pre-enrollment services at several high schools, and that program is going extremely well according to feedback from high school personnel and Jose Luis. They are also conducting presentations in ELD classrooms, Financial Aid presentations in Spanish for students and parents at many high schools, and assisting students to fill out applications for admissions, Financial Aid, EOPS, etc. They work weekends as well as evenings as needed for outreach events.

Currently there is legislation in California that could possibly change the deadline from March 2 to June 2 for students to apply for the Cal Grant.

5. **Transfer Center Update** – Tere Egkan reported that the Transfer Center Recognition event will be held in the student union on May 9, 2007. Please refer all transferring students to the Transfer Center.

Applications for the fall 2007 semester are still being accepted by CSUSM.

UCSD has stopped pre-evaluations for students that want to sign a TAG and have been to other universities and colleges. The university doesn't want to spend a lot of time having to review transcripts from other colleges and universities. Therefore, Tere has been approved to look over the transcripts. The next deadline to apply is May 30 for the winter session.

The Independent College and University Transfer Fair will be held on April 18, 2007.

6. **Peers Update** - Diane McAllister reported that the peers are still going to all of the high schools and have made great contacts with faculty, staff and students.

Miscellaneous outreach items with the Palomar logo have been purchased, i.e. key chains, chapstick, water bottles etc.

The Early Acceptance Program will be held in June. A campus-wide email will be sent after spring break asking for assistance. Approximately 2500 high school students are expected. There will be two sessions on June 2 & 9 – 9:00am & 1:00pm. On June 16 there will be one session at 9am. Students will complete their orientation and will be able to register for fall classes.

7. **Other** – Herman Lee reported that there is a change in reporting the data elements in the matriculation domain which allows for reporting of pre-enrollment activity. This will give the college the opportunity to report pre-enrollment activity in case students don't enroll in or attend classes.

The Governing Board at last night's meeting passed the first-ever Non-credit Certificate of Completion Program for non-credit courses.

8. **Next Meeting** – May 10, 2007
9. The meeting was adjourned at 3:00 p.m.