• Handouts that enlighten you on Matriculation.
  • Non-Credit Matriculation hand out LBS, ESL,
  • Implementation by component
  • Mission Statement
  • Matriculation Standards
  • 5,6 year cycle

• DegreeWorks- Developed 2 yrs ago- DegreeWorks is website where students can access their academic status.
  • There have been a series of meetings & trainings
  • Will provide an automatic transfer/interpretation of courses taken
  • Two colleges tried to implement: East L.A. & S.W.
  • East had difficulties, S.W. got out.
  • Vincent Jackson has catalogue. (Scribe).
  • Ed Afana worked on it for 2 yrs.
  • Didn’t happen here but Mai Le & Staff (Admissions) are working on it
  • Staffing @ district is not enough
  • Pierce is struggling
  • Matriculation funds were taken from the top for Degree Works
  • Castillo-CSSO Meeting: West L.A. has been able to get it going; outcome very shortly. Trade-Tech is not giving up; will not lose the money invested; we will get something out of it.
  • Carolyn Clark- Thinking of starting from scratch

Winter/Spring 2010 – In Person
• What was done differently?
  o Different tactic
  o Students sign up – We call the day before 85% others call back to ask for another date.
  o Counseling helping cannot see counselor w/out orientation.

• New Students orientation video. Play video & see counselor. Feedback was low. Students preferred interaction. Program Review: 1 hr. long interactive Orientation. Menu bar 30 sec. view of dept. Leticia recommended FYE edgy projects, technology. (Linda & Bradley, Tom. Low cost not paying for
• S L outcomes: Pierce College & West L.A.
• Pre/ Post assessments.
• Coupons for catalog.
• Depts.-Faculty comes to market.
• Students fearful need direction
• Can do callbacks.
• New students have to see counselor sent them & a

Eddie Afana- cut scores (30pg doc.) classes take, grades, Pre-requisites. Compiled data. Met w/ Dr. Duxler. E-mails sent to depts. To bring faculty together based on data. Waiting for depts. To get w/ adjustments.

• Multiple measures taken out.
• Goal now to incorporate those measures.
• 5-6 years ago they were taken out.
• Timeline? None given. Committee should decide.
• Significant difference highlights. Prerequisites did better than assessment test.
• There are holes.
• When was it given – May/ June?
• Out of compliance found out committee met.
  -Decent Placement
  -Researcher
  -Faculty needs to make decision.
  -Questions asked don’t lead to computation.
  -Chair item – Academic Senate can remind.
  -Assessment is costly; though about erasing it.
  -Program Review should not be are holding.
  -Re-combine w/chairs & deans.
  -Met w/ Duxler.
  -Cardoza Second Motion Kindra all yea passed unanimously: cut off score.
  -Won’t be ready until Summer or Fall 2010.

Introduction - Albert Saryan. Programmer District Demo – student alert system allows faculty to do this daily.
• Another system paperless roster. (Not there yet).
• Link to Instructor System.
• Alert Roster: shows drop/excluded students.
• On the right there is a history button to see prior alerts.
• Instructor can submit multiple alerts.

• Hasn’t been implemented. One person scan do it dept’s can do it.
• Up to the college to determine what kind of an alert?
• How do you deal w/ multiple faculty alerts?
• Formatted e-mail or letter. (Custom e-mail).
• Referral
• No an e-mail monitoring system.
• Does record e-mail.
• Working will be standard per committee
• Letter is identical to e-mail.
  o Letter will be the responsibility of the instructor.
  o Address of student under view roster.
  o On going process.
  o No restriction.
• Way to attach the Early Alert workshop flyer? No can be done thru custom e-mail.
  o Txt of HTM
  o We are the only ones to send Early Alert workshop.
  o Linda - make link & include in the letter.
  o -Comment field for instructor.
• Web focused facility: download of all alerts.
• Criteria? Based on observation.
  o Based on the prior Early Alert function. (Observation).
  o Intervention – reaching out to student.
  o Designate a person to monitor (College needs to make a decision)
  o District Just providing a medium.
• Target to launch end of this month.
• Will not replace paper form.
• Will be activated later date.
• Official in Spring’10?
• S/U meeting w/ academic senate 2 mtgs.
• Implemented outside of our District? Not aware.
• An internal District Area.
• Instead of once a term, have it be on-going.
• Not enough feedback for prior alert system.
• Bridges.
• E-mail used in system not college.
• Shows that teacher cares, personal touch.
• Info on # of students w/computer & internet. 70-90% has e-mail.
• CCCConfer w/ alternate communication.
• Line – Item for postage – From Matriculation
• Service has to be involved as well.
• How many rosters were bubbled? Can get those statistics.
• Multiple parties need to be involved.

Leticia Is there a follow up? That is the next phase. (Matrix)
• Can track if instructor does alerts.
• Other Matriculation depts. Will meet Dorothy will bring info
• Other Instructors can’t see
• Listed are in effect. Nov. 23
• Equivalency?
• Manually went
• Eddie runs a report with all student that
• Getting this in advanced.
• It’s a never ending cycle.
• No automatic.
• Over writing in the system.
• Not in catalog then in schedule.
• Can’t enforce – not in Spring Schedule.
• Online Schedule?

For graduation not for course pre-requisite:
• Cynthia will meet w/ chair & do classroom presentation.
• Send Dean’s e-mail to clear consistencies in pre-requisites.
• Continuously enrollment.
### Matriculation Advisory Committee Meeting

**Wednesday, November 4, 2009**

9:00am - 10:30am

A-111

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>1. Dr. Cardoza</td>
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<tr>
<td>2. Leticia Barajas</td>
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<td>3. Kindra Kinyon</td>
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<td>4. Melain McIntosh</td>
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<td>5. Tom Dawkins</td>
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<td>6. Silvia Ibarra</td>
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<td>7. Ramon S. Castillo</td>
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<td>8. Teresa Peoples</td>
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<td>9. Isabel Ruiz-Moreno</td>
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<td>10. Trini Alvarez</td>
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<td>11. Alicia Rodriguez-Estrada</td>
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<td>12. Cynthia Morley</td>
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<td>13. Pat Westmoreland</td>
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<td>14. Donna Lichtman</td>
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<td>15. Linda Delzeit</td>
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<td>16. Cecilia Kwan</td>
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<td>17. Vincent Jackson</td>
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<td>18. Edward Afana</td>
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<td>19. Marcela Oliva</td>
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<td>20. Abby Sandico</td>
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<td>21. Lori Hunter</td>
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<td>22. Theda Douglas</td>
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<td>23. Ashraf Hosseini</td>
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