AGENDA

Committee Chair:
Manager: Thomas Greene; Classified: Robert Heisleman; Faculty: Deborah Bryant

Committee Members:

I. Opening Meeting

II. Approval of Minutes from Previous Meeting
(attachment)
Minutes of the last meeting, August 8, 2009 approved.

III. Report from District Matriculation Committee
A. Hernandez reported that priority registration was discussed at the last District Matriculation Committee meeting; M. Poindexter suggested moving enrollment registration to an earlier date. Procedures and policies were discussed amongst the committee members.

IV. Old Business
1. Review of Last Meeting
Highlighting specific items we will focus on and in what order (D. Bryant)
D. Bryant reported that issues that have not been resolved should be carried forward; a task calendar was outlined to include: Assessment, Orientation (data), Committee Charge; application and counseling, Outreach (Matric dollars do not fund off campus Outreach), Early Alert, D.O. components; Matric Plan to be updated. D. Bryant to send email requesting input and feedback regarding areas to be addressed. Revision of the committee charge to be distributed for feedback via email.

2. Getting-In Update (T. Greene/R. Heisleman)
(distribution)
Last year’s “Getting In” brochure was distributed. The revised “Getting In” checklist process and its benefits were discussed, i.e., orientation was moved before assessment; financial aid moved before enrollment. Contact information for new applicants is downloaded weekly and follow-up via phone calls by SCC personnel working very well. New Student Friday; Senior Saturday for students to be graduating soon; educating students re: different levels of classes; assessments tests graded the same day; faculty to mention to student about Matric process.
A discussion was held on how students are made aware of the Matric process, i.e., via the SCC link, application, emails, fliers, etc.

3. Early Assistance Data (T. Greene/R. Heisleman)
   (distribution)
The Early Assistance Fall 2009 information sheet was distributed. Fall 2008 and Fall 2009 percentages were outlined in the following categories: faculty rosters sent; faculty rosters returned; FTIC totals; and students referred. Discussions were held regarding students positive comments, personal connection with counselors; revision of letter sent to students.

4. Discussion: Assessment Policy & Practice (R. Heisleman/S. Goldberg)
   Postponed until next meeting.

V. New Business
   No report.

VI. Adjournment
   Meeting adjourned at 1:00p.m.


Absent: T. Anderson, A. Garcia, I. Rodriguez, J. Woo

Next Meeting: December 8, 2009 * 12:00pm to 1:00pm * City Café 2