

Irvine Valley College
Student Success/Access and Matriculation Committee

Tuesday, January 27, 2009

2:30 – 5 p.m. • SSC 260F

MINUTES

Chair: Dr. Gwendolyn Plano, Vice President Student Services

PRESENT		
Brenda Borrón, English Faculty	Gwen Plano, VPSS	Jan Stephens, Matriculation
Geno Drake, Research	Linda Renné, Matriculation	Robert Stewart, CIM Faculty
Arlene Elseroad, Director of Admissions and Records	Jerry Rudmann, Psychology Faculty	Fawn Tanriverdi, Assistant Director of EOPS/CARE/CalWORKs
Susan Fesler, ESL Faculty	Schrader, Kathy, Dean of Math, Science & Engineering	James Weng, ASIVC Representative
Jerry McGrath, Photography Faculty	Susan Stern, ESL Faculty	
ABSENT		
David Fretz, Biology Faculty		
GUESTS		
Liz Cipres, Dean of Counseling Services		
Ezekiel Hall, Matriculation		
Steven Gross, District IT		
Jim Phaneuf, District IT		

Approval of Minutes: By consensus, minutes from the November 18, 2008 meeting were approved with corrections.

1. Reorganization in Student Services (Gwen Plano)

Gwen provided highlights of the changes occurring within Student Services

- The office of the VPSS has relocated to the Student Services Building
- International Students has joined the Career/Transfer Center area
- Gwen has absorbed the responsibilities of the former Director of Outreach and Matriculation (the Director position will not be rehired)
- Linda Renné is now the Senior Administrative Assistant to the VPSS focusing on Matriculation
- Susan Sweet is now the Senior Administrative Assistant in Counseling

2. Status of IVC's computer-based testing (Jim Phaneuf and Steve Gross)

- Implementation of the computer-based CTEP assessment

- **Implementation of the computer-based math assessment**

During December 2008 Zeke performed a trial run comparison of CTEP and scantron test results. Results of the comparison reflect consistency of grading between the two tests. CTEP results will be monitored throughout the coming year.

Due to a glitch, IVC Technology is working to get all SC 230 computer testing stations up and running. So far, three of the stations are ready to go. The anticipated completion date of this project is the end of spring 2009.

District IT stated that soon ALPHA will be replaced by a new program. Currently, District IT is working on transitioning from the scantron format to the Computer Aided Process Planning (CAPP) for grading and placement of test results. The specific date for the IVC transition to CAPP is still to be determined.

3. Nelson Denny and the Consequential Validity Study (Brenda Borrón)

Nelson-Denny is no longer used at IVC. IVC ceased using this test the summer of 2008 per reading faculty request.

The Consequential Validity Study for math was put on hold.

4. Prerequisite clearance (Gwen Plano)

The committee was asked to explore the possibility of moving prerequisite clearance from the Assessment office to Admissions and Records, Schools or Counseling. Gwen will meet with Arleen Elseroad and Liz Cipres about the possibility of either area assuming this responsibility.

The inability of ALPHA (and potentially the new system, CAPP) to enforce multiple prerequisites was the basis of much discussion. This is problematic because it forces an assumption that only one prerequisite needs to be met which jeopardizes valid placement of students in classes that have more than one prerequisite. The question of Ed Code compliance was raised. Gwen will follow-up with District IT regarding the enforcement of multiple prerequisites in the new program.

5. Implementation of Online Orientation (Liz Cipres)

COMEVO, the original software purchased to provide students with an online option for orientation was discovered to lack the ability to provide the Advisement component. Therefore, new software, Cynosure, is being investigated.

Cynosure Information:

- Cost: \$87,000 to the District to be divided 50/50 between Irvine Valley and Saddleback
- Includes both the Orientation and Advisement components
- Access is 24/7
- Santa Barbara Community College has been using the software and are happy with its performance and the company's support

Liz will send a link to the Cynosure demo site for committee members to review

6. Status of Early Alert program (Linda Renné)

Current status of the Early Alert program was provided. Discussion resulted in Gwen putting together an Alert sub-committee comprised of herself, Linda Renné, Jerry Rudmann, Brenda Borron, and Fawn Tanriverdi. The committee will compare Saddleback's Early Alert with ours, and report back to the committee at the February meeting.

7. Validation of ESL Writing Sample (Susan Stern and Geno Drake)

The ESL Writing Sample validation is in good shape. It has been sent to Doug Glasnapp for informal feedback in preparation for state submission prior to the state deadline of April 15, 2009.

8. Math placement and English placement analysis (Geno Drake)

Tabled until the February meeting.

9. Student Services Program Review & Technical Assistance Site Visit Self-Evaluation (April 8 -9)

http://www.ivc.edu/student-services/Documents/Student_Services_2008_Self_Eval/2008-09%20Self-Evaluation.pdf

The committee requested the Student Services 2008 Self-Evaluation document be added to the Student Success / Access and Matriculation home page on the IVC website.

Next Meeting: Tuesday, February 17, 2009 at 2:30 in SSC 260F