

# MATRICULATION ADVISORY COMMITTEE MEETING

## Minutes

Thursday, September 25<sup>th</sup>, 2008

2:00 pm-3:30pm

**Chaired by:** Monica Delgadillo-Flores, Dean of Student Services

**Present:** Lilia Acevedo, Lorraine Anderson, Kenneth Cramm, James Cregg, Lupe Delgadillo, Monica Delgadillo-Flores, Judith James, Gary Jimenez, David Lee, Kelly Brautigam, Lily Martinez, Shona Mitchell, Rogelio Ruiz.

**Absent:** Isabel Alanis, Sandy Baker, Claudia Castro, Eileen Colapinto, Marylin Jacobsen, Charlene Jeter, Rafal Helszer, Jodi Mowrey, Cecile Rubin, Cindy Taylor, Kristi Woods.

### **Welcome/Introductions:**

Meeting called to order at 2:00 pm.

Meeting overview: Revisions/updates were mailed to Shona Mitchell on September 18<sup>th</sup>. Matriculation Plan drafts have been composed and disseminated to committee members. Component leaders (as outlined below) discussed revisions/updates to designated component areas. Sub-group members listed below have been modified to reflect current member participation. Revision oversights will be corrected once staffing components are revised. Final Matriculation Plan will be presented to the Academic Senate in mid October. After this, the plan will be sent to the college President for review and signature. Once signatures are complete, the final Riverside City College Matriculation Plan will be sent to the State Chancellor's office by October 31, 2008.

### **Matriculation Plan Component Sub-Groups:**

**Admission & Records,** Lorraine Anderson, Component Leader:

Lilia Acevedo

**Orientation,** Judith James, Component Leader:

Kelly Brautigam

Rafal Helszer

Gary Jimenez

Lily Martinez

**Assessment,** David Lee, Component Leader:

Isabel Alanis

Lupe Delgadillo

**Counseling/Advisement,** Charlene Jeter, Component Leader:

Kelly Brautigam

Gary Jimenez

Claudia Castro

Kristi Woods

**Student Follow-Up,** Cindy Taylor, Component Leader:

Shona Mitchell

**Coordination/Training**, Monica Delgadillo-Flores, Component Leader:  
Eileen Colapinto  
James Cregg  
Rogelio Ruiz

**Research Component**, Monica Delgadillo-Flores, Component Leader

**Prerequisite, Corequisites and Advisories**, Kenneth Cramm, Component Leader:  
Marylin Jacobsen  
Sandy Baker  
Cecile Rubin

**Other:**

The committee would like to thank the following people for their participation and dedication to the Matriculation Advisory Committee, however will no longer be participating during the 08-09 academic year.

Mike Barnes, Counseling  
Tim Brown, English and Speech Communication  
Mike Carrillo, EOPS  
Sandra Goulsby, Admission and Records  
Daniel Martinez, Research  
Eugenia Vincent, Financial Aid  
Don Wilcoxson, Business Admin/ Info Systems Tech

The Dean of Students thanked everyone in attendance and adjourned the meeting at 3:45 pm.

**Next meeting:**

Thursday, December 4<sup>th</sup>, 2008  
Heritage Room