

**Committee on Preparatory Education Meeting
Minutes
Monday November 22, 2010**

Present: Frank Bauerle (NSTF Rep), Sarah-Hope Parmeter (ELWR Coordinator), Donna Hunter, David Smith(Chair), Susanna Wrangell (staff).

Absent: Gabriel Elkaim

I. Announcements.

Corrections to the October 18, minutes : on the second page under discussion for students who score above on ELWR; Sarah- Hope will email a paragraph to Susanna.

II. Recommendations for 2010 – 2011 Learning Support Services- ELWR & Math.

LSS is currently an under utilized resource and may be under staffed with “one on one” tutors and EOP adviser shortages for Math and Science. CPE asks if notification about Learning Support Services (LSS) and tutors is sent out to academic preceptors and what method is used, i.e. AIS or email, or flagging student’s record. CPE would like to review MSI academic standing committee list of MSI courses. Students don’t show up for the writing tutors even with failing grades, or they miss appointments. The list of courses for fall 2010 are posted to a web site the first two weeks after classes start. Education’s graduate programs may also have students who maybe interested in surveying undergraduate students. What are the students needs, knowledge of the resources available to them on campus. CPE Chair David Smith will contact the Anthropology department and see if there is an interest. The survey could be short and have simple questions such as:

- Have you ever requested a tutor on campus?
- Did you know you could?
- Have you ever taken an MSI course?
- Do you know what an MSI course is?

Topics:

- Awareness of campus resources;
- Effectiveness of the course;
- Effectiveness of the instructor.

Action Item: CPE will send questions to the director of LSS and get a list of supported courses for every quarter. CPE will discuss the Writing Program’s evaluation form at the next meeting.

Precalculus (Math 3) is a requirement for undergraduates in Psychology and Environmental Studies. Students need statistics but are required to take Precalculus. Math had AMS produce a pre -statistics course for Psychology and Sociology majors to satisfy the requirement. Two sections of Math 3 are offered in the fall for science majors but not the AMS courses for students who don’t need calculus. Due to budget restraints Math is not able to offer two separate Precalculus style courses, just one for all, Math 3. Having AMS 2 has improved the situation, but Math is not sure students know it is just as good as calculus but there maybe a prejudice that graduate schools won’t accept AMS 2. Precalculus is going well, but the class size is very large which is a concern.

Action Item: The committee will get data on the number of majors with requirements for math courses, and decide how to proceed next.

III. Topic: Post Learning Service Report Discussion.

Many EOP students are not doing well after passing writing using the portfolios method. Portfolio packets are being updated with materials to address the problem. At the end of a class, Writing instructors asked students to fill out a form about the use of tutoring, use and change of writing quality, and the number of revisions needed. This basic criteria helps instructors get an idea of progress over time . Students must write a cover letter describing themselves as writers, their skills and strengths, weaknesses, and what their path should be. CPE members are interested in the pass rate on appeals for EOP students from last year and would like to compare with this year, ELWR Coordinator Sarah-Hope will request this data and bring back to committee.

IV. Students Self – Reporting Scores Tracking Process.

Students can self-report AP scores at the start of the academic year and these self-reported scores are used for placement in 80B (C2) sections of Core. Many of these students then fail to ensure that their official scores are received and uploaded to AIS. This leads to two complications. First, students who do not actually have appropriate AP scores can misreport their scores and then be placed incorrectly into 80B Core. In addition, since all students are expected to satisfy ELWR by the end of the 4th quarter, some of these students, who do have ELWR-satisfying AP scores but have not seen that these are officially reported and uploaded to AIS, find holds placed on their enrollment in the 4th quarter.

V. Students qualified for Math 11/19 taking Math 3.

Students are taking Math 3 instead of Math 11 or 19 . These students are really qualified, and have less than optimal learning experience in the less challenging course. Maybe setting the students up for not being engaged and failing. Should not take Math 3 if they need Math 11, waste of a quarter and resources for the students who need it.

Math 11A, B and 22 are required so this long term delay for student. Explore what the threshold below so you can't take Math 3.

Score of 31 should stay in Math 3, but others should move ahead if they place high.

Action Item: ELWR Coordinator Sarah-Hope will draft a paragraph on 80B and NSTF Rep Frank Bauerle will draft a paragraph on math and CPE will send a response to preceptors, highlighting the three points (LSS classes, Math 3, Core 80B).

VI. Recommendation that MDTP topical scores be provided to students.

Students entering UCSC for the first time take placement exams and based on their test scores are enrolled Math courses. CPE is concerned that students are not receiving this data before entering UCSC. Students can come better prepared in areas of weakness with regards to their math skills with this information. By re-running the scantron scores, the real placement is found based on the diagnostic report test scores but students have to be motivated to do the work over the summer via a class or online tutoring. MDTP refer students to diagnostic tests online where the students could brush up and be better prepared in the areas of weakness. CPE is interested in the current data process and who would be willing to process the reports and send out to students.

Action Item: CPE will discuss the current data process and decide how to proceed next at the next meeting.

So attest,
David Smith, Chair Committee on Preparatory Education