

Committee on Preparatory Education Meeting

Minutes

January 21, 2015

Kerr Hall Room 129, 2:00 – 3:30 p.m.

Present: Gabriel Elkaim (Chair), Kimberly Helmer, Phil Longo(NSTF Rep), Sarah-Hope Parmeter (ELWR Coordinator), Abe Stone, SUA and GSA reps. TBA, Susanna Wrangell (staff).

Absent: None.

I. Announcements:

This was the first meeting of the year for CPE and members introduced themselves and reviewed routine committee business.

II. SenateCruz Google Site

Senate staff introduced the new Google site for committee members to view agendas, minutes, and correspondence. This new interface allows for collaborative review and commenting on drafts. Members spent a short time configuring Google Drive and accessing the agenda.

III. Confidentiality, Consultation Procedures and Recusals

CPE discussed confidentiality and approved the draft statement Members accepted the consultation procedures and held a brief discussion on committee communication via Google groups and recusal practices.

IV. Glossary

Chair Elkaim appraised members on the committee's glossary that covers courses and issues that are in the committee's purview. This is a reference guide for Writing and the Entry Level Writing Requirement (ELWR), the Analytical Writing Placement Exam (AWPE), the mathematics placement exam (MPE) and information on student resources such as the Learning Support Services (LSS) center, MSI tutors for students, STARS for transfer and reentry students. Associate courses with regard to writing and mathematics are also book marked here for quick reference as well as student resource centers.

VI Review Recommendations in Annual Report, 2013 - 14

Members discussed the new population of international students, who have issues with writing based on unfamiliarity with the English language. Most international students catch up quickly but some have the same issues with writing as our native students. Member Helmer gave a brief overview of an Academic English program proposal that SIO Ferguson and Writing Chair Shearer would like to consult with CPE on. Analyst Wrangell will extend an invitation.

Last year members consulted with Special Assistant Padgett on the Student Success Steering Committee and would like to review his slide presentation first before inviting for consultation. Analyst Wrangell will request the slides for review at our next meeting.

CPE did not review the MPE results report last year , and this year Mathematics is making changes to the MPE by adding ALEKS for students to refresh themselves on weaker exercises in math and

would like this to be effective in Fall 2015. Mathematics is currently running a test pilot with students who self select this option.

Last year CPE reviewed a request for additional writing course sections at Crown College. Crown Core was not offered until Winter quarter as a pilot. CPE will discuss what data is required and will send a request for a report during Spring quarter.

Members will review the VPDUE's report on the progress of international students and writing.

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