

# FOR THE RECORD

## Registrar's Office Newsletter

ISSUE II  
FALL 2008



### From the Registrar's Desk

Hello and welcome to the 2nd edition of *For the Record*. In just a few more days, we will again be embarking on a new academic year. Goodbye summer 2008, hello fall 2008. Oh, where has the summer gone? I hope that you've been able to take some time off this summer, even if it's just during the long weekends the 4/10 summer schedule afforded us.

The fall quarter always brings to the campus many new faces. Welcome to those who have recently joined Cal Poly Pomona. Special welcome goes to the newest addition to the Registrar's Office family, Jeffrey Tennis. Jeff has filled the Associate Registrar position and has oversight of the Customer Relations Front Counter and the Records Services areas of the department.

It is my hope that through this newsletter, you will learn about any new developments in the Registrar's Office, or simply be reminded of current academic policies and procedures. Should you need further information about any particular topic related to grades, registration, evaluation, etc, feel free to contact me or come by the office to speak with any of us. We'll be more than happy to meet you!

Best wishes on the new academic year.

- Maria L. Martinez

### Articulation – Full Speed Ahead!

Over the past several months, our efforts have intensified in establishing articulations between Cal Poly Pomona and California community college courses. Our goal is to obtain up-to-date and comprehensive articulation agreements with these colleges. By significantly increasing the number of articulation agreements with the California community colleges, we will facilitate a smoother transfer process for students, and at the same time, strengthen our relationships with our community college partners. To achieve this goal, we have collaborated with the Office of Admissions and Outreach and developed an Articulation Team – *The "A" Team*.

The "A" Team's initial focus will be the top-feeder community colleges, but we are not stopping there! The long-range goal is to develop full and comprehensive articulation agreements for all 110 California Community Colleges within the next 18 months. That's right – in the next year! You may start seeing several emails from me requesting review of course for articulation purposes. So, I apologize in advance to Department Chairs for filling up your Inbox. We're looking forward to a very productive year in the area of articulation, so keep your eyes on ASSIST as we move full speed ahead!

If you have any questions related to this project, please do not hesitate to contact me or our Registrar, Maria L. Martinez.

- Jose Lozano, Articulation Officer

***The Registrar's Office is committed to serving students and the campus community by providing quality service that facilitates enrollment, persistence and degree completion, while maintaining accurate academic records for the University.***

### IMPORTANT DATES

**September 19** Fall 08 Add/Drop begins

**September 25** Fall 08 Classes begin

**October 2** Fall 08 Last day to add

**October 2** Fall 08 Last day to drop without receiving a "W"

**October 15** CENSUS

**October 15** Last Day to drop without a petition

**October 19** Last Day to apply for Fall 08 graduation

**October 20 – 21** Winter 09 Priority Registration

**October 27 – November 7** Winter 09 Registration

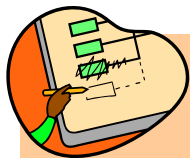
**December 8** Winter 09 Fee Bills due

**December 8 – 12** Fall 08 Finals

**December 18** Winter 09 Add/Drop begins

**January 5** Winter 09 Classes begin

CAL POLY POMONA



**Effective Fall 2008:  
Renumbering of GE Breadth Requirements  
for Areas A & B**

Cal Poly Pomona's General Education (GE) requirements in Areas A and B have been renumbered to match existing California Community Colleges GE patterns. These changes will minimize the confusion experienced by transfer students when they compare the GE courses they have completed at CA community colleges against Cal Poly Pomona GE approved courses. We are optimistic that this change will provide significant benefits to students who transfer numerous courses from the 110 California community colleges. The chart below illustrates how the new GE Areas A & B match up against the old GE patterns. Remember, this is effective fall 2008!

EO 595	CPP OLD NO.	CPP NEW NO.
A1 (Oral Comm)	A2	A1
A2 (Written Comm)	A1	A2
A3 (Critical Thinking)	A3	A3
B1 (Physical Science)	B2	B1
B2 (Life Science)	B3	B2
B3 (Laboratory Activity)	--	B3
B4 (Mathematics/ Quantitative Reasoning)	B1	B4
	B4 (Synthesis)	B5 (Synthesis)

Due to these changes, the Transfer Credit and Degree Progress Reports available in BroncoDirect have also been updated to reflect the new GE Areas A and B sections. Changes are shown in *italics*:

- *GE Area A1-Oral Comm* (previously A2)
- *GE Area A2-Written Comm* (previously A1)
- *GE Area B1-Physical Science* (previously B2)
- *GE Area B2-Life Science* (previously B3)
- *GE Area B4-Math/Quant Reasoning* (previously B1)
- *GE Area B5-Sci & Tech Synthesis* (previously B4)

At least one laboratory class from areas B1 or B2 must be taken to fulfill the B3 Lab Requirement.

These changes will not affect how previously posted transfer courses apply to Cal Poly Pomona GE requirements. However, the way these courses appear on the Transfer Credit and Degree Progress Reports will differ slightly for students who change majors and require re-posting of transfer courses.

- Delia Leon, Lead Evaluator

**SERVING THOSE WHO SERVED**

Anticipating an increase in military veteran enrollment, the Registrar's Office is collaborating with the other departments within the Enrollment Services Cluster of the Division of Student Affairs (Admissions & Outreach, Financial Aid & Scholarship, Orientation and Enrollment Technology) in developing a comprehensive set of programs and services directed to veterans and their dependents. Some of these initiatives will flourish under the guidance of the Veteran Outreach sub-committee of the Enrollment Management Advisory Council (EMAC), while other projects will stem directly from needs recognized by these departments. Currently, the Cluster is: (1) comparing Cal Poly Pomona's practices to those of other California colleges and universities, (2) developing a list of service-driven objectives and a timeline to meet these objectives, and (3) assembling an interoffice team that will eventually be cross-trained to communicate and provide the best possible assistance to the veterans.

An example of a recently passed legislation that addresses the needs of this group is Senate Bill 272. Passed in January 2008, this bill provides priority registration for certain members and former members of the United States Armed Forces. Cal Poly Pomona's Registrar's Office complies with this legislation and encourages you to direct any student whom you feel might be eligible for this provision to one of the Certifying Officials listed below:

- |  |  |
|--|--|
| <u>A-L:</u><br>Cynthia Chatfield<br><a href="mailto:cmchatfield@csupomona.edu">cmchatfield@csupomona.edu</a><br>(909) 869-2101 | <u>M-Z:</u><br>Leslie Corcoran<br><a href="mailto:llcorcoran@csupomona.edu">llcorcoran@csupomona.edu</a><br>(909) 869-2867 |
|--|--|

- Jeff Tennis, Associate Registrar

**UPDATES ON COLLEGE LIAISONS**

With the goal of providing the best (and timely) service to our students and coordinating well with the academic departments, the assignments of evaluators as College Liaisons have been adjusted slightly. Please go online at <http://www.dsa.csupomona.edu/registrar/Eval.asp> to view the new assignments of the evaluators.

**Contact Information:**

Registrar's Office  
3801 West Temple Avenue  
Pomona, CA 91768  
Building 98 (CLA Building), 2nd Floor

**Website:**  
<http://www.dsa.csupomona.edu/registrar>

Academic Record Services  
909.869.3000

Degree Progress & Evaluation Services  
909.869.3290

Fax Number  
909.869.6828

**Office Hours:**

Monday - Thursday  
8:00 a.m. - 6:00 p.m.

Friday & Quarter Break  
8:00 a.m. - 5:00 p.m.

*Newsletter Editor: Denise Rodriguez*