Date: May 11, 2011


1. Approved Agenda
   a. Santana moved. Richards seconded.

2. Approved Minutes with change to 6C, from April 13, 2011

3. Course Availability to Assessed Students & Revalidation of Assessments (Dr. Richards)
   a. A draft of the “Course Availability to Assessed Students 2011 Update” was distributed and discussed.
      i. There seems to be an insufficient number of sections of 28/31.
      ii. There is evidence that there are insufficient sections of Learning Skills 10/Math 112 and Math 123A.
      iii. A question arose as to “who are we serving”?
      iv. It was suggested that the committee members meet in the summer to discuss Basic Skills patterns.
   b. A handout was distributed and discussed: “English Assessment Validation”
      i. It is not recommended that the cut scores be changed at this time.
      ii. Colocho moves to accept the English Assessment Validation, Ching seconds.
   c. A handout was distributed and discussed: “Math Assessment Validation”
      i. A change to the cut scores is not recommended at this time.
      ii. Colocho suggests the Math Faculty at the local High Schools contact the Assessment Center to learn what the math placement test is like.
      iii. Fasteau moves to accept the English Assessment Validation, Santana seconds.

4. Assessment Center Report (C. Santana)
   a. Santana has set up a meeting to “ensure students start off on the right foot”, meaning that we need to come up with ideas to make students aware of the importance of taking the placement test and how that will impact their college career. Currently because students
submit an online application there is no personal interaction between the application process and assessment, so there is no one to discuss this with students.

b. A copy of Colocho’s email from 5/6/11, from the CCC Matriculation Program was distributed.
   i. The email discusses the possibility of making orientation a mandatory service.
   ii. There was discussion regarding other colleges that make orientation mandatory.

5. Matriculation Issues (E. Colocho)
   a. Colocho was working on a Matriculation Presentation but Richards suggested that instead there be a Student Services collaboration for a Data Driven Reflective Student Registration Committee.
      i. Richards questioned how we place students without money. Perhaps money from the $10 unit fee increase can go to categorical and bring a higher enrollment.
   b. Testing units are projected to last thru December 2011.
   c. The District Matriculation Committee will advocate to the Board of Trustees and make presentations regarding the depletion of money.
   d. A handout was distributed and discussed: “District Matriculation Information: Retest Policy”
   e. A handout was distributed and discussed: “APMS 2011-2012 Budget (Preliminary)”
      i. Harbor’s contribution to Dr. Duxler for APMS is $5,782 for 2011-2012

6. Items from the floor
   a. This is the last meeting of the semester. Meetings will resume in October.