Date: May 13, 2009


1. Approved Agenda

2. Approved Minutes
   a. Fasteau moved. Santana seconded.

3. Dismissal Contract (J. Fisher)
   a. Dismissal Contract was distributed and discussed.
   b. As a result of article from Chaffey College, contract will be updated to be used until student reaches a 2.0 cumulative GPA.
   c. There was discussion regarding students who are on contract.
   d. Matriculation Advisory Committee recommends that we use revised Dismissal Contract with additional wording as revised for VP of Student Services approval.

4. Requisite Challenge Petition Changes (E. Colocho)
   a. Communications and Math Chair, Carrillo and McKenzie have both approved the addition of counselor’s recommendation/signature on the Requisite Challenge Petition.

5. HTPA test placement results (C. Santana)
   a. HTPA 2005-2009 Placements handout was distributed and discussed.
   b. There was discussion regarding the English placement test and the possibility of using e-Write.
   c. Committee would like clarification as to why 9th graders are taking placement test and do so again later on. Colocho will talk to Dr. Blackburn regarding this.

6. Matriculation Coordinator Report and Updates (E. Colocho)
   a. Degree Works
      i. The Degree Audit Program is for AA/AS only.
      ii. There will be training for Counselors, Admissions Staff and Articulation Officer.
   b. Early Alert Online
i. Is working on putting all alerts by clusters, Ex.: DSPS, Academic/Personal Counseling, Tutoring, and Writing/Reading Lab.

ii. With the online version there would be an Early Alert list once a week.

c. MIS Data Reporting
   i. 2006-2007 Data for LAHC handout was distributed and discussed.
   ii. There have been problems reporting Matriculation Data.

d. Site Visit
   i. Sample Site Visit Data Sheet for 2006-07 handout was distributed and discussed.

e. Budget
   i. Funds from 2008-2009 need to be spent by September 30, 2009.

f. Basic Skills
   i. Colocho wrote a grant to get funds for Senior Days and Open House.
   ii. Senior Orientation Dates are 5/2, 5/30, and 6/20
   iii. A peer advisor component was added.
   iv. Discussion regarding 5/2 event turnout.


g. APMS Budget
   i. The cost for 2009-2010 for APMS consultant Dr. Duxler is $10,202.