LOS ANGELES HARBOR COLLEGE
MATRICULATION ADVISORY COMMITTEE MINUTES

Date: October 8, 2008

Present: D. Ching (late), E. Colocho, P. Grady (late), for J. Fisher, R. Richards, C. Santana

1. Move to meet as a committee of a whole.

2. Matriculation Coordinator Report (E. Colocho)
   a. Degree Works
      i. Guertin and Colocho co-chairs of Degree Works on campus have been working on Phase 1: Authentication of Catalog, made changes and forwarded them to the District Office.
      ii. During the 2nd phase the computers would be set up to do some programming.
      iii. During the 3rd phase Admissions & Records staff would input data.

3. Approved Agenda

4. Approved Minutes

5. Matriculation Coordinator Report continued (E. Colocho)
   a. APMS
      i. A new math placement model was implemented
         1. Handout was distributed.
      ii. Dr. Duxler participated in a Flex activity with the math faculty.
      iii. McKenzie updated counselors about the math placement model at the September counselor’s meeting.
   
   b. We have provided walk-in assessments on Saturday as well as at the high school campuses.
   
   c. CCCMPA
      i. Colocho will be attending a couple of conferences, on November 20-22 in Anaheim, and on December 12th at Citrus College.
   
   d. On Campus Matriculation
      i. Budget is the same amount as last year, about $480,000, no COLA, and possible midyear cuts.
1. Extended .6 counselor position until June 30\textsuperscript{th} of 2009.

e. Matriculation Plan
   i. Revised and corrected Matriculation Plan, sent to Districts Chancellors office for signature.
   ii. President Spink asked if SLO’s were included, they are not this time around.

1. Richards suggested Colocho look at other school’s Matriculation Plans and as Bojorquez if SLO’s should be included.

f. Newsletter
   i. Currently working on fall newsletter, might go out next week.

g. Assessment Center
   i. Had some incidents due to students being late to their appointments, other do not have the proper identification, others are not eligible to test.
   ii. Santana did an in services workshop at the counselors meeting in September. The handout she distributed at that meeting was distributed at this meeting.

6. ENL Disproportionate Impact Study (Dr. Richards)
   a. Handout was distributed and discussed.
   b. Every three years the state requires proof that the matriculation committee chair reports results to the state.
   c. The study needs to be repeated in a year especially if the cut scores change.
   d. Currently working on ESL study.
   e. Richards recommends Colocho to meet with Grady and Carrillo in regards to the surrounding High Schools not matching standards with LAHC.
   f. Santana suggested Colocho invite Dr. Duxler for a flex activity with the English faculty in regards to COMPASS cut scores and diagnostics.

7. Online Early Alert (E. Colocho)
   a. Handout was distributed and discussed.
   b. Question rose whether each class and lab should do early alert.