Date: April 13, 2011


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

2. Approved Minutes from March 9, 2011

3. Student Services Survey—Assessment—v4, update (Dr. Richards)
   a. Survey is ready to send to students who tested on or after 2/22/11 (new 311)
      i. Colocho would like to use the results in the Matriculation Newsletter.

4. Assessment Center Report (C. Santana)
   a. A handout was distributed and discussed: "Harbor Teacher Academy 2005-2011 Placements"
      i. This handout breaks down the totals for the ENL/ESL & math placement levels by year. This year 102 HTPA students were tested in ENL and Math.
   b. A handout was distributed and discussed: "ONLINE EARLY ALERT"
      i. This handout gives totals and breaks down the referrals for the Spring 2010 & Fall 2010 semesters by type and the Chairperson responsible.
   c. A handout was distributed and discussed: "Online Early Alert 02/12/11-04/05/11"
      i. This handout gives totals for the referrals for Spring 2011 and is broken down by reason codes and gives names of participating instructors.
      ii. Colocho questioned how we can motivate instructors to refer students.
      iii. Dr. Richards had a few suggestions for Colocho: to create a focus group to come up with ideas for Early Alert participation, to include questions regarding Early Alert in the Student Services Faculty & Staff Survey and to present to the division council meeting.
5. Matriculation Issues (E. Colocho)
   a. Discussed not knowing if there were going to be categorical cuts.
   b. Met with Matriculation Coordinators district-wide
      i. Dr. Duxler has not met with SIS staff regarding new SIS system implementation.
   c. Attended an SIS Meeting to see demos from vendors, they need to be reminded to include assessment.
   d. A handout from Dr. Duxler was distributed and discussed.
      i. The handout gave information regarding each LACCD campus and their retesting policies.
   e. Discussed a survey from the California Community College Chancellors' Office. Colocho will email survey link.
   f. Discussed a handout regarding the cost of units from the Foundation for California Community Colleges.
      i. Fasteau questioned what would be the plan if money for units ran out?
      ii. Colocho has met with Mr. Martinez regarding the Matriculation Budget and e-mailed a budget report.
      iii. Fasteau stated that students may have to self select if there is no money for placement tests.

6. Items from the floor
   a. Fasteau suggested we need to check to see if students who miss a simple problem on the computerized math placement could have achieved a higher score. Does the test stop them prematurely? A possible change could be an informed self-placement.
   b. Fasteau discussed the possibility of Fast Track during the summer, perhaps only for continuing students, and briefly discussed the Fast Track survey.
   c. Colocho stated that if Matriculation funds run out the Math and English faculty should get involved. Colocho asked the committee for ideas and Dr. Richards suggested drafting a plan.
   d. Dr. Richard will be working on a revalidation draft.
      i. There were additional questions recommended for the survey. Dr. Richards suggested any additional questions be emailed to him or to C. Santana as soon as possible.
      ii. It was suggested to add this particular question: I had to wait a long time outside the building before I started the test.