

Matriculation/SSSP Committee Meeting Minutes (February 2019)

- **New Student Self-Guided Assessment placement (updates/testing):**

On Tuesday, a meeting will be held for the two dummy courses in Colleague needed for testing. Everyone is invited to the meeting so that they can see the outcome. The new self-guided placement for students will only last about 15 to 20 minutes and will be held twice in the morning and twice in the afternoon.

Folders have been made and will be passed out to the students who have taken Guided Self- Placement. A discussion ensued regarding the students getting handouts of their assessment results verses them being able to access it electronically. Putting it online was brought up to make it easier for the students. This is something that will be looked into.

- **Orientation and Assessment Process:**

The committee reviewed the Enrollment and Orientation/Assessment process as made changes as needed. The word Assessment was replaced with Placement and other changes were made to all orientation and assessment materials.

- **Guided Self Placement Course Waiver Form:**

Adjustments were also made to the Course Waiver Form, which is the form now being used to waive the course recommendation. This form is in addition to the Pre-Requisite Clearance Form. This is a PDF refillable form that the Counselors came up with and will use. This form will also be scanned into the student's file. It was decided that this form would stay in the Counseling Department.

- **AB 705:**

A discussion was also held on the pre-reqs and co-reqs associated with the AB 705 mandate as it relates to other disciplines outside of math and English. Kim discussed her needs and concerns as it relates to how this will affect the Reading department.