



Regular Meeting Minutes- Approved April 20, 2017

Members Present

Rachel B. Salomon
Amy Ishiguro
Cheryl Vila

Melinda Nish
Lilly Michael

Va Savu
Jacinta Samuel

Excused

Monica Gordon

Jomi Capelle

The meeting was called to order @11:15 AM

Agenda Items

1. Review of Minutes
2. Computer Literacy Placement Test Update
3. Placement Test Update
4. Dev Ed English Summer Accelerated Program
5. Early Registration Date
6. Others

Minutes

1. REVIEW OF MINUTES

- Va moved to approve the April 6th, 2017 meeting minutes with the changes. Amy seconded the motion. The motion was unanimously approved with 3 member abstaining.

2. COMPUTER LITERACY PLACEMENT TEST UPDATE

- Amy had no update, but the deadline is still at the end of April.
- The Computer Literacy Placement Test will launch this Summer.

3. PLACEMENT TEST UPDATE

- Rachel reported that we are daily blocking of the afternoon to input the MIHS Placement Tests.
- Jomi met with her sub-committee, and have not reported back.

4. ACCELERATED SUMMER PROGRAM FOR DEV ED ENGLISH UPDATE

- Rachel will meet with Jennifer and Elizabeth today at 2:30pm to go over the English portion to determine the student's placement level.
 - They will recruit Dev Ed 2 to credit.
 - The student's will need to bring their Cumulative GPA, Math and English grades from Junior and Senior and any standardized test.



- Math: It's structured in a way that you can immediately determine.
- English: how to place students on their test.
- Melinda will follow up with the President about speaking to the commissioner on how we can get access to GPA and grades.
 - Will also need to know when the grades are done and the methodology for placement based on the grading.
- We have to start recruiting these students because they're going to have to start the very beginning of June.
 - We need to work on their Applications and do special orientation with these students.
- Timeline:
 - When are we going to have an idea where they place?
 - When is the recruitment?
 - When are we going to get their applications done?
 - The team is still waiting for a response from Kathy and the MIHS Principal of an available day and time to meet.
- Kenneth wants his Seniors to start this summer, but can't because it had not been scheduled. Maybe in the future summer.

5. EARLY REGISTRATION DATE

- The main reason why we had to defer Early Registration to next week is because of schedules, it's not SIS issues.
 - Our numbers are different, what was calculated and sent out was different.
 - 4 credits classes on M/W/F
 - FALL: M/W - 1:25 & F - 1:15
 - SPRING: M/W - 1:25 & F - 1:50
- Study day is designated day where the students and the teachers can come to an agreement as to what they need to do. It's a work day for faculty.
 - Late assignments
 - Consultation day
 - Presentation day
 - Class study

6. OTHERS

- Special request if Jomi's committee is done with the rubric can we have a special EMC meeting to approve the rubric and take it through the process.
 - Special Meeting April 29, 2017 @ 11am
 - Agenda: Review and Approval of the rubric

Meeting adjourned @ 12:07 PM

Kelly Luce Sebastian, Recording Sec.

Scribe

EMC

Reviewed & Approved by

18 - May - 2017

Date approved