

Mt. San Antonio College
DSP&S Faculty Meeting
Date: September 9, 2013

Present: Barbara Quinn, Tim Engle, Julie Bradley, Christopher Walker, Vicki Greco, Christine Tunstall and Jill Wilkerson

Guest: Grace Hanson

Absent: Eloise Reyes

Agenda

Social /Organization Skills Group (Christopher) – Refer students who have social or organizational issues to Chris' group: 2:00 – 3:00 on Fridays

Off Calendar Meetings – Only 1 – 3 people are available for each of them. Julie will look at Winter and Spring schedules, and is suggesting March 3, and some other dates.

F.A. Rep – We need one! The first Tuesday from 11:30 – 1:00pm. Christine will check her schedule for Fall. First one is tomorrow in 6 – 160.

DSPS Updates –

- Grace shared info on new parking structure and new athletic complex. Also there may be a solar panel field behind the Wildlife Sanctuary
- **Student Services Integration** – Audrey's response to Planning for College flyer reflected her concerns of integrating all areas. Joint effort between HSO and us, involvement in Bridge, and think of other departments in SS we might include. Perhaps include Tania from HSO in our Planning for College meetings. Eloise taught last summer in Bridge. If we do a DSPS 13. those students should also be in the all-college classes.
- **E-Files** – we are moving towards piloting an electronic SEC.
- **DHH** - They are progressing in plans to move into Bursar's space. They will have 5-6 rooms and all of the open space. This will also free up space for us. There are preliminary plans for how DHH will arrange their new space.
- **Testing Center** – Building 26A has 3 adjacent classrooms, right by the walkway bridge off the parking lot is a possible location. Humanities division is aware and their Dean is in support. The English Department will acquire the Building 26 MARC, which will be divided into classrooms. Grace requested 10 1:1 spaces, and some that will manage up to 6 students, lockers, and some offices. It will also include Distance Learning testing, and will provide for make-up exams for other classes. We will also encourage that whoever directs the location is well-versed and experienced in DSPS accommodations, services and needs.
- **Numbers** – We have fewer students (by maybe 500), this year, but more contacts. Therefore, our money from the state will likely go down. It may have a lot to do with difficulties getting appointments, the closer monitoring of SECs, and lack of people to do follow-up.
- **Student processing "steps"**

- If a student asks for information in January, they should be seen; they shouldn't be deferred to July. We are getting numerous complaints for the past few months because students are deferred and then still there are no appointments. They are missing information about the incoming process. They also need integration with Connect Four, etc. But Connect Four is just before registration, and they need to have already seen us. Julie commented that she is arranging some QuickSteps in April.
- Students are seeing Robert and think he is their counselor.
- We are no longer to defer the identification of accommodations until the student gets classes.
- Can we have someone triage? Use Ragan Room with staffing to determine if student can access their portal, has classes or needs to learn to search, etc. Send to counselors for establishing services, discussing courses, etc.
- Recommendation that Robert might be someone who could triage, and then oversee student workers.
- Ok to approve basic accommodations if student is unsure, and note that you want the student to return to discuss additional needs.
- In the initial phases, make sure the student knows what the "next step" is in the process. (accommodate the matriculation process)
- Front counter will be directed to refer staff who want changes to Grace to discuss the issue.
- Minimal quals – Referred to Title 5 (sorry, I missed some of this discussion) Positions are listed alphabetically, which is confusing for DSPS, because LD is under L, Speech Pathologist is under S, etc. Grace made some recommendations to Michelle Grimes-Hillman to use DSPS and then list the positions below it. Also, Title 5 is being revised, and they are looking for DSPS Faculty to participate. Grace will participate as part of CAPED.

New Faculty Request: Julie and Wanda (as dept chairs) will meet to prioritize counselor requests. Counseling is requesting 6 generalists. We are requesting 1. Julie has enough information to write it, and will meet with Wanda before completing it. She will then e-mail it to the rest of the department faculty to review before submitting it.

Confidentiality of records – Is MAP available to all faculty/staff/all student services? Notes in SPCMT have counselor's name; anyone who knows the counselor would know the student is part of DSPS. Even Deans have put notes in SPCMT. Julie suggested that confidentiality issues be discussed at the next SS meeting.

Our 40th Anniversary! Disability Awareness Month – Plan to celebrate the anniversary on October 30th. Discussed possible times – 3-5 pm with snacks was suggested. October 2nd was scheduled for service animals; however, it is a counseling retreat, so we'll see about changing it.

Planning for College is Oct 22nd; still looking for student panel members.

Case Conference (Tim Engle) – Confidential discussion.