



Student Preparation and Success Council

Meeting Notes-November 16, 2009

Attendance:

_ Audrey Yamagata-Noji (Co-Chair), _ Michelle Grimes-Hillman, _Tom Mauch, _George Bradshaw,_Jim Ocampo, _ Doug Hughey, _ Emily Woolery, _, Matt Judd, _Lina Soto

Absent: Silver Calzada, Eric Kaljumagi, Carolyn Keys, Rene Kouassi, Crystal Huang, Cindy Xiao

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Outcome</u>
1.0	Minutes of November 2, 2009		Approved
2.0	Sharing of Information Audrey -Making the Grade: Retention Strategies for First year College Student Workshop and upcoming events -Juan Carlos Astorga and Phil Maynard – presenting the Student Equity plan on Dec. 7th Eric -Multiple Measure Process	<p>The Council received information regarding upcoming events, web seminars, and workshops related to retention that are sponsored by a vendor called Innovator Educators.</p> <p>Audrey reminded the Council that the Student Equity Chairs will be presenting a draft of a revised Student Equity plan. The Council discussed moving presentations to the end of the meeting.</p> <p>The Council received and reviewed the write up Eric drafted after he surveyed all departments about what they wanted their multiple measures to be.</p>	<p>Informational</p> <p>The Council agreed with the recommendation.</p> <p>The Council suggested that Jim and Eric meet to clarify what is currently taking place in each department and then forward to the Assessment and Matriculation Committee for review. An update will be provided at the next meeting on December 7th.</p>
3.0	Committee Goal and Progress Report for 2009-2010:	<p>The Council recommended the following goals for 2009-2010:</p> <ul style="list-style-type: none"> -Receive and review the Counseling Intervention Plan for students who repeat course(s) in which unsatisfactory grades or withdrawals have been previously recorded. -Receive recommendations from the Textbook Task Force and forward them to the Academic Senate. -Receive recommendations from the Academic Integrity Task Force related to student academic integrity. -Implement Multiple Measures for the following departments: English, AmLa, LERN, Chemistry, and Reading. 	The Council agreed to forward the goals to the Executive Board of the Academic Senate for approval.



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4.0	Pending issues:		
a.	Special Registration Consideration	<p>The Council reviewed the revised proposal and recommended additional changes.</p> <ul style="list-style-type: none"> ○ Schedule showing mandatory practice/rehearsal times— number of days, hours per day, length of competition schedule/season ○ Competition/performance schedule including schedule/season <p>Also, the Council discussed whether to provide priority registration (per AP 5055) to students who have completed a baccalaureate degree or higher.</p>	The Council approved the proposal and it will be forwarded to the Executive Board of the Academic Senate. Eric will update the Council at the next meeting on Dec 7 th . The Council decided giving priority to BA/BS holders was not feasible or advisable.
b.	Strategic Objectives for College Goals #6 and #12 (persistence)		Tabled
c.	Honors Program Academic Honesty Policy- Eric		Tabled
5.0	New Issues:		
a.	Grade Point Average Calculation Resolution – Eric		Tabled
b.	Catalog Rights & Continuous Enrollment Resolution - Tom/George	The Council reviewed and discussed the resolution.	The Council recommended that Tom take the proposed resolution to the Counseling Department for better clarification of the statement “any regional accredited institution” and whether the recommendation is for “one primary term per academic year” (which could allow for missing 2 consecutive terms). Tom will update the Council at the next meeting on Dec 7 th .
c.	Discussion regarding the Veteran’s Ad Hoc Committee becoming an official committee- Michelle	The Council discussed Michelle’s recommendation of approving the Veteran’s Ad Hoc committee becoming a sub committee of the Council. Audrey shared with the Council that Susan Jones, Director of Financial Aid, believed that the committee is not ready to become an official governance committee.	The Council recommended that the Veteran’s Ad Hoc Committee’s name be changed. (i.e. Student Services Veteran’s Team). Tom will share the Council’s recommendation with Wanda Fulbright-Dennis and Susan Jones.



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d.	Proposal to Form a Multiple Measures Ad Hoc Committee – Jim	The Council reviewed the Assessment and Matriculation Committee's proposal requesting approval to form an ad hoc committee to deal specifically with the issue of implementing multiple measures.	The Council didn't accept the Assessment and Matriculation Committee's proposal but recommended that Jim take the Council's suggestions back to the committee to work on: 1. To host a mega meeting/retreat to review multiple measures with various members from each department. The following are recommended issues that could be discussed: the purpose of multiple measures, examples, authorizing/legal compliancy (Title V), using the Math department as a model, clarification of criteria vs. process, counselor and discipline faculty roles, and clarification of placement and upper level placement/challenge procedures. 2. Request that each department develop a criteria and process and submit it to the Committee by April 1 st .
e.	Proposal to Use Assessment Instruments for Admitting International Students - Jim	The Council reviewed the Assessment and Matriculation Committee's recommendation that the following tests be used to approve admission of International Students to Mt. San Antonio College: TOEFL – minimum score of 450 (currently in use), or IELTS – minimum score of 4.5 or Assessment of Written English (AWE) - placement at credit course level.	The Council approved the recommended proposal which will be forwarded to the Executive Board of the Academic Senate. Once the proposal completes the governance process, Jim will change catalog language and inform Admissions and Records. Jim will update the Council at the next meeting on Dec. 7 th .
f.	New AP on AP - Michelle		Tabled
6.0	Reports from Committees Matriculation – Jim Ocampo		
	Student Equity –	The Council received minutes from 10/12/2009 & 10/26/2009.	Informational
7.0	Next meeting : Next meeting on December 7, 2009		