



Student Preparation and Success Council Meeting Notes-September 20, 2010

Attendance:

▫ Audrey Yamagata-Noji, ▫ Liesel Reinhart, ▫ Eric Kaljumagi, ▫ Tom Mauch, ▫ Jim Ocampo, ▫ Carolyn Keys, ▫ George Bradshaw, ▫ Matt Judd, ▫ Silver Calzada, ▫ Kristina Allende, ▫ Susan Wright
▫ Doug Hughey, ▫ Jaejin Eum, ▫ Joan Tsuei

Guest: Juan Carlos Astorga, Student Equity, Chair

Absent: None

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Outcome</u>
1.0	Minutes of June 7, 2010		Approved
2.0	Introductions	New members were welcomed: Susan Wright, Kristina Allende, student representatives: Jaejin Eum and Joan Tsuei	Informational
3.0	Sharing of Information Liesel	The Academic Senate is prioritizing their goals and many of them are related to this Council.	Once the goals are prioritized, Liesel will share them with the Council.
4.0	Review Council's Purpose, Function, & Membership	The Council discussed the importance of keeping three student representatives and recommended the following changes: - #7-Remove titles from the four representatives appointed by the Vice President of Student Services: Rational: Provide the Vice President with flexibility if the representatives need to be changed. -#8-Add a Classified staff from student services – Rationale: Policy decisions impact the work of classified staff, their day to day implementation of policies, and their interaction with students.	Carolyn made a motion to accept the recommended changes and Kristina second the motion. The Council unanimously agreed. Audrey will submit a rational for the changes made to the membership and forward to Liesel to be place on the Executive Board agenda.
5.0	Review Year End Report 2009-2010		Informational
6.0	Review Council's Goals		Informational
7.0	<u>Review pending issues from 2009-2010</u>		
a.	2-Day Pilot Orientation	There were 34 participants that attended the two day pilot Orientation. The collaboration of the Assessment, Financial Aid, and Counseling departments provided a comprehensive two-day new student orientation. The five objectives were 1) assessment test preparation, 2) the completion of all assessments, 3) financial aid support and assistance, 4) create a first semester educational plan, and 5) assist students in registering for classes. The Council received an extensive evaluation summary and recommendations.	The following recommendations were made: -Offering a one-day orientation and include more online information seminars for assessment and financial aid -Submit a proposal to request funding from Basic Skills -Discuss ideas with the Orientation Committee in Counseling
b.	Counseling Intervention Plan	The Council reviewed resolution 2009-04-Repetition of Course	The Council agreed with the recommendation. Silver will present



Student Preparation and Success Council Meeting Notes-September 20, 2010

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Outcome</u>
		<p>Work-Counselor Intervention that was passed on 3/19/2009 by Academic Senate and AMAC on 3/25/2009. It was recommended that an intervention plan be created by the counseling faculty and brought forward to the Academic Senate for approval.</p> <p>Silver distributed a proposal titled "Project Triumph" for the Council to review. Liesel recommended that the Council review the proposal and provide feedback to Silver via email.</p>	the proposal and any feedback he receives at the next meeting on Oct 4th.
c.	College Goal #12: The college will engage students in activities and programs designed to increase their term-to-term enrollments.	<p>The following are the strategic objectives the Council was asked to work on:</p> <ul style="list-style-type: none"> -Research and evaluate current campus efforts to address persistence. -Develop a strategic plan to connect students with campus resources and support services. <p>The Council recommended the following:</p> <ul style="list-style-type: none"> -Look at the PIE summary where goal #12 was identified -Meet with Barbara Mc-Niece Stallard 	The Council agreed with the recommendations. Audrey and Liesel will meet with Barbara McNiece-Stallard regarding researching current efforts to address persistence on campus and provide an update at a future meeting.
d.	Textbook Task Force Recommendations	Eric reported that the recommendations were approved by the Academic Senate on September 16, 2010 and will be forward to AMAC for approval.	Eric will update the Council at the next meeting on Oct 4th.
e.	Recommended Changes to Academic Honesty Policy & AP 4290- Academic Honesty	The Council received a proposal recommending changes to the academic honesty policy. Liesel recommended that the Council review the proposal and send feedback to Carolyn via email.	Carolyn will summarize and present the proposal and any feedback she receives at the next meeting on Oct 4th.
8.0	Review Agenda items for 2010 - 2011		
a.	Academic Integrity and Cheating Task Force	It was reported that the Task Force will submit a report and recommendations for review and approval in 2010-2011.	Carolyn will contact Lucy De Leon to be placed on the agenda.
b.	Advanced Placement Credit	<p>It was reported that the task force will meet on September 21st. The following are members of the task force:</p> <ul style="list-style-type: none"> -Eric Kaljumagi, George Bradshaw, Jamaica Fowler, Rene Lloyd, and Kristine Allende. 	Eric will update the Council at the next meeting on Oct 4th.
c.	Student Success Inventory (Multiple Measures)	<p>Jim distributed the following:</p> <ul style="list-style-type: none"> -Student Success Inventory Instructions -Draft of the Multiple Measure Survey Process that was approved by the Assessment and Matriculation Committee 	Jim will present the recommended changes to the Assessment and Matriculation Committee and update the Council at the next meeting on Oct 4 th .



Student Preparation and Success Council Meeting Notes-September 20, 2010

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Outcome</u>
		<p>Jim reported that Barbara McNiece Stallard provided the following recommendations:</p> <ul style="list-style-type: none"> -Exclude questions 21-26 since they will not be used as a multiple measure -Exclude responses with ranges 	
d.	Draft Social Media Policy	Audrey distributed a proposed policy to the Council	It was recommended that the Council review and be prepared to discuss and appoint a task force to work on the proposed policy at the next meeting on Oct 4 th .
e.	Community College Survey of Student Engagement (CCSSE)	The Council received a report written by Daniel Lamoree from the Research and Institutional Effectiveness Department.	The Council requested that the survey results be presented at the next meeting on Oct 4 th .
f.	Scheduling guidelines Task Force: Waitlist Length Recommendations.	Liesel distributed the task force's recommendations that will be reviewed by the Academic Senate for approval. Matt Judd recommended adding increments of 5. For example: 10 – 15 - 20 – 25 – 30.	A motion was made and seconded. The vote was 7-For, 2-Opposed, and 2-Abstained. Liesel will update the Council at the next meeting on Oct 4 th .
g.	Assessment Report	None	A report will be made at the next meeting on Oct 4 th .
9.0	<p><u>Reports from Committees</u></p> <p>Matriculation – Jim Ocampo</p> <p>Student Equity – Membership</p>	<p>See 8C</p> <p>The following recommend changes were made to the membership:</p> <ul style="list-style-type: none"> -Academic Senate appoint 1 more faculty -EOPS representative – Tony Rivas -Remove representative from Bridge Program. <p>Eric mentioned that the Executive Board is recommending to the Academic Senate not to approve the membership for the following reasons:</p> <p>Why a representative from the Bridge Program?</p> <p>Recommending 50% of the membership be faculty</p>	The Council recommended that a classified representative be appointed. It was recommended to pull this item from the Academic Senate's agenda and to go back to the Student Equity Committee for discussion and back to the Council for an approval. An update will be provided at the next meeting on Oct 4 th .
10.0	<p><u>Next meeting :</u></p> <p><u>Next meeting on October 4, 2010</u></p>		