



## Student Preparation and Success Council Meeting Notes-June 6, 2011

**Attendance:**

▣ Audrey Yamagata-Noji, ▣ Liesel Reinhart, ▣ Eric Kaljumagi, ▣ Kristina Allende, ▣ George Bradshaw, ▣ Susan Wright, ▣ Matt Judd, ▣ Tom Mauch, ▣ Jim Ocampo, ▣ Silver Calzada, ▣ Stephanie Sitacarini

**Guest:** Juan Carlos Astorga, Student Equity, Co-Chair,

**Absent:** Elisa Marin, Doug Hughey, Gustavo Sanchez, Carolyn Keys

Item	Agenda Topic	Discussion	Outcome
1.0	Minutes of May 16, 2011		Approved
2.0	Sharing of Information Audrey  Liesel	<p>Student Success Task Force: The Council received a document providing an update on the Task Force's progress.</p> <p>Liesel reported the following:            -Student Success Proposal was submitted and approved for flex day on August 26, 2011            -Textbook Task Force Guidelines-approved by the Academic Senate with additions: 1) put on faculty portal, 2) Matt will share with the Instruction Team and forward to department chairperson/s, 3) The textbook guidelines will be attached to book orders. <b>RECOMMENDATION: The bookstore presents a progress report to the Council next Spring 2012.</b></p>	Informational
3.0	Review Year End Accomplishments	The Council reviewed and approved the accomplishments.	The final report will be forwarded to Diana Casteel.
4.0	<b>Ongoing Issues</b>		
a.	Variance Form/New AP XXX-	The Council discussed and reviewed the revised form and AP language. There was discussion regarding language in the AP pertaining to "elective credit".	The Council recommended that the new AP and the revised form go through the governance process together. The new AP and revised form will be forwarded to the Academic Executive Board for review and an update will be given.
b.	Student Success Plan-Liesel	<p>The Student Success Plan was approved by the Academic Senate on 5/26/11. The Council discussed the assignments of task to the success teams. The success measures are:</p> <p>1) Achievement of Student's Own Goals (SP&amp;S and Associated Students)            2) Engagement and Persistence (SP&amp;S)            3) "College Ready" aka Completion of the Basic Skills Sequence (Basic Skills Coordinating Committee)</p>	The Council agreed to form the success teams at the first meeting in Fall 2011.
c.	CIRP Questions 2011 – Audrey	The Council received the modified supplemental questions that were	Informational



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		submitted to the Research & Institutional Effectiveness.	
5.0	<b>Updates/Discussion</b>		
a.	Textbook Task Force Guidelines – Liesel		Liesel gave the update in Item 2.0.
b.	AP 3720 – Use of Technology and Information Resources – Eric	Eric reported that the AP was forwarded to Annette Loria to share with the Unions because the Academic Senate Executive Board made amendments pertaining to employees.	Eric will provide an update at a future meeting.
c.	SP&S Membership – Liesel	The membership will be reviewed at the full Senate on June 9, 2011.	An update will be provided at the first meeting in Fall 2011.
d.	CCSSE: Engagement Analysis – Audrey/Liesel	Liesel distributed recommendations for CCSSEE at Mt. SAC. The recommendations are: 1). SP&S will assume general responsibility for the CCSSEE survey 2). The “engagement” student success team will examine current CCSSE results to identify possible baseline engagement data for students and possible areas for improvement in student engagement. 3). The “student’s own goals” student success team will examine current CCSSE results to identify possible means of measuring student goals and identify possibilities for improvement in student goal-setting and/or achievement. 4). CCSSE data will be provided to the Basic Skills Coordinating Committee for analysis of meaningful data relevant to successful achievement of basic skills goals.	The Council recommended that Audrey discuss the recommendations and the Council’s role with Barbara McNiece-Stallard next Fall.
e.	Graduation Statistics over the last four years-Audrey	The Council received the following for their review: 1). Graph on Graduation Statistics – Academic year comparison (2006–2010) 2). Graduation Snapshot Report 2009-10 3). Academic Comparison 2003-10	Informational
f.	The Triad Principle Seminar for Counselors, Professors, and Students – Silver	Silver distributed an agenda and the handouts that were given at the Symposium on June 3, 2011.	Informational
6.0	<b>Reports from Committees</b> Matriculation – Jim Ocampo	The following function of the Committee was deleted: #4. Annual review institution programs that are part of implementation of the approved matriculation Plan for both credit and non-credit program.	The purpose/function/membership will be forwarded to the Academic Senate for approval.



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	Student Equity – Juan Carlos	Juan Carlos reported that 36 people attended the Diversity Summit on May 27, 2011. He reported that there was good discussion that addressed ways to easily embrace diversity through education, understand pedagogy for marginal students, identify and practice strategies for inclusive teaching, evaluate diversity tools provided for applicability to individual classrooms, and practice ways to infuse equity across faculty curriculum.	Informational
7.0	<b>Next meeting : Next meeting on September 19, 2011</b>		