Student Preparation and Success Council
Meeting Notes- March 5, 2012

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Attendance:
 Audrey Yamagata-Noji, Richard McGowan, Eric Kaljumagi, Kristina Allende, Susan Wright, George Bradshaw, Tom Mauch, Jim Ocampo, Alina Hernandez, Micol Christopher, LeAnn Garrett, Glenda Bro, Linda Diaz

Guest: Grace Hanson, DSP&S Director

Absent: Matt Judd, Alex Mendoza, Edgar Soto, David Castanenda

Item	Agenda Topic	Discussion	Recommendations
1.0	Review Agenda & Minutes from December 5, 2011 Meeting		Approved
2.0	Information Sharing: Audrey: Inside Higher Ed Article: "Two-year Colleges in California move toward rationing student access"	The Council reviewed article showing the many issues impacting students in CCCs today, including the provision of priority registration for incoming freshmen from feeder schools.	Informational
	Richard	None	
3.0	**Ongoing Issues:**		
a.	AP 4225 Course Repetition and Withdrawals -Richard	Richard reported that the AP will be reviewed by the Academic Senate Executive Board at their next schedule meeting and then forward to the full Senate.	An update will be given at the next meeting on March 19th.
b.	Mt. SAC's Student Success Plan by the Workgroup	Eric report that at the Feb PAC meeting, the report from ITAC stated that when surveys were surveyed, students preferred email and portal for official communication and students wanted to use their text messaging for personal use. DISCUSSION • Students selecting their majors and educational goals. Discussion	The Council came to a consensus to move forward to the Senate Executive Board for approval.

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		over students' abilities to change their own goals/majors versus maintaining oversight for purposes like SAP for financial aid. Many students are "hanging on" because they are not yet accepted to transfer. Of concern are students who keep taking classes as well as students who are on long wait lists for allied health programs. • Cohort model for non-nursing. Eric asked cohort model are for non-nursing programs. Council members were unsure. • Cross-reference with another column to link to objectives from another goal. • Enrollment Management (Student's Own Goals): LeAnn brought up the fact that labor market needs are tied to CTE programs but student interest doesn't necessarily guide curriculum and enrollment management. How will courses be prioritized for development for transfer, rather than just for student interest? LeAnn explained that there must be rationale for new courses. Problems arise when the response is "student demand" and it can not be documented. *Review how new courses/instructional programs are developed and aligned with current labor market needs*, and students' **career interests and transfer pattern requirements.** • Communications of Repeat Policy: change to "Develop scripted guidelines that faculty can use in classes to inform students of the policy." • Move "Develop a model to predict success" to Recommended Actions and combine with "BSCC would like to pilot this for Fall 2012." • Connect 4: concern by the Senate that if this program grows extensively, these students will take seats away from students' with the highest priorities. However, the incoming high school	

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		students do not test into the higher level courses that higher unit students will need. Tom stated that he does not believe that the program will ever grow to 5,000. Additionally, divisions monitor the enrollment limits. • Counseling 1 has been approved to be offered over a 2-week basis. Tom explained that further development of Counseling 1 and the STEP to College program. • Basic Skills Placement/Student Testimonials: this was assigned to Counseling and Learning Assistance. • GPS Roadmap – "Consider requiring students success classes for *first time freshmen* (FTF), especially basic skills students. Add a bullet: "research how many courses we would need and how we would go about offering them." • EARLY Early Intervention clarification – "begin interventions upon application to the college." The Council had a discussion on what happens next: If approved by the Senate Executive Board and adopted by the full Senate, Eric will then work with the Administration to communicate these pieces to the various entities named under "governance direction."	
c.	Student Success Act 2012/AB 1456	*Tabled to the next meeting*	
4.0	**New Issues**		
a.	AP & BPs on Captioning- Grace Hanson BP 5140 Individuals with Disabilities –AP 5140 Individuals with Disabilities AP 5141 Accessibility of Instructional Print Media AP 5142 Accessibility of Audiovisual Media	Grace Hanson reviewed the proposed changes to BPs and APs as well as new BPs and APs related to individuals and students with disabilities, especially captioning. **AP 3450** – Accessibility of Audiovisual Media is for employees and the	Grace will send an electronic copy of AP 5140 showing the revisions against the original. Council members will review the hand-outs provided by Grace, and the electronic copies showing the revisions, and be prepared to take action at the next Council meeting.

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		general public. LeAnn mentioned that there is no infrastructure to collect, manage or store personal items that would be kept in the library collection. "The materials will be kept in the Library collection so the materials may be available to all College personnel." These are items that are "integral to a College program, event or curriculum." Within available resources, the video will be captioned by the college; the college would retain the captioned copy, for use by others. LeAnn asked about a collection development policy – not everything that college employees/faculty think are worthy are placed into their collection. LeAnn explained that an infrastructure does not exist to handle these. Consideration: that the captioned copy does not necessarily need to be retained by the library, but could be retained/catalogued/accessed at the department level. Training will be made available to use Camtasia software to caption one's own videos. Regarding access to captioned materials in the classroom – disabled individuals have the right to maintain confidentiality in the classroom. Thus deaf and individuals who are hard of hearing can not be required to openly disclose their disability. In order to protect students' rights to anonymity and confidentiality, faculty are encouraged to put a statement in the syllabus that shares videos may be shared in the class, and if captioning is needed/desired, the student may ask that captioning be turned on. Richard said that (speaking from his personal point of view) that he believes that captioning should have to be turned on for all. Grace mentioned that some believe that viewing the captioning is distracting. LeAnn explained that there is a difference between closed captioning and subtitles in that closed captioning indicates other audio cues such as door bell sounds, doors closing, etc.	Clarification of wording suggested for AP 5142 – to clarify what students' rights are in terms of having captioning turned on and how students can go about requesting this particular accommodation. Grace will consider combining AP 5141 and AP 5142.

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		Kristina shared that if the sound were turned off for all, it could be done – Grace confirmed that it is equal access. Eric says that individuals miss secondary cues when captioning is on. LeAnn mentioned that captioning is also of assistance to non-native English speakers. Micol asked about the role of Human Resources. Grace explained that HR is the place for appeals. **AP 5140**: Changes were made to the verifications section to clarify that students can go to HR instead of DSPS. However, "professors are not permitted to offer accommodations without authorization from DSPS or the ADA 504 Compliance Officer. Eric mentioned that the proposed APs do not show the actual changes from the original APs. Grace explained that AP 5141 and AP 5142 were pulled out (conceptually) from AP 5140. Eric asked for the differentiation of AP 5142 and AP 3450. The difference is that AP 5142 is more focused on students and AP 3450 is more focused on faculty. The specific concern is that "Department and Divisions must" is included under AP 5142 but is also included under AP 3450. Eric also suggested combining AP 5141 and AP 5142.	
b.	State wide Academic Senate Adopted Resolution: -Richard/Eric 13.05 F11 Support for Student Success Courses Craig Rutan, Santiago Canyon College, Curriculum Committee	*Tabled to the next meeting*	

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c.	State wide Academic Senate Adopted Resolution: - Richard/Eric 13.14 F11 Earned-Unit Limitations for Registration Priority Concerns Wheeler North, San Diego Miramar College, Area D	*Tabled to the next meeting*	
d.	CCSSE: Longitudinal Benchmark Analysis - Audrey	*Tabled to the next meeting*	
5.0	**Reports from Committees** Assessment & Matriculation – Jim Ocampo Student Equity – Juan Carlos Astorga/Phil Maynard Basic Skills – Glenda Bro	*Tabled to the next meeting*	
6.0	Set Agenda for next meeting: **March 19, 2012**	• Review of APs and BPs related to captioning and accessibility of audiovisual materials • SB 1456 Review • Academic Senate Resolution 13.05F11 • Academic Senate Resolution 13.14F11 • CCCSE Longitudinal Benchmark Analysis • Assessment Committee Issues: common assessment, prep for placement testing, and multiple measures	