

Student Preparation and Success Council 2017-2018 Year-End Accomplishments

MAJOR ACCOMPLISHMENTS

Multiple Measures Updates

- In **September 2017**, David Beydler from the Math department provided background that led to the math department's recommendation to move to Multiple Measures for course placement using high school grades and GPAs for placement. Margie Whalen from the English department gave a presentation, noting that Michelle Dougherty and Ned Weidner were critical in the development of their proposal. Based on their research, they believed that they could reform their placement process by looking at access and success. Their goal is to increase access by establishing multiple ways that students can gain eligibility to classes. Their model is based on cumulative GPA, or grade in 12th grade English or AWE placement test. They hope to implement as soon as possible, being realistic about the time it will take to implement. Jim shared his initial list of implications for these proposals including: how to test reentry and non-native English students, how to work with international students, how to serve students who don't fall into the departmental guidelines (lower GPAs), the work that IT will need to do and high school transcript data into Banner. Jim encouraged everyone to provide additional points about things we will need to do to put this into place.
- In **October 2017**, the Council discussed the approaches the college will be taking to implement multiple measures, including a meeting with high school principals on October 17, 2017 and a half day planning meeting on October 18, 2017.
- In **November 2017**, the Council reviewed and discussed the notes from the Multiple Measures meetings in Founders Hall (10/2) and at Kellogg West Conference Center (10/18), Discussed continued approached the college will be taking to implement multiple measures, including a follow-up meeting at Kellogg West Conference Center (10/17).
- In **March 2018**, Jim let the committee know that the assessment questionnaire automated system is working well. It is being tested with students. It has been shown to the different constituent groups how it works. Taking recommendations and fixing things as we go. If there is a problem, they will fix it right away. Will be monitoring and working with research in the first semester.

Integrated Plan (Basic Skills, SSSP and Student Equity)

- In **July 2017**, the Student Preparation and Success Council invited co-chairs and representatives from BSI, SSSPAC and Student Equity to an Integrated Plan summer workgroup. The purpose of this workgroup was to gather and discuss proposed responses from the spring semester, prepare a well-developed draft by the beginning of the fall semester, and then move it forward through the governance process and to the Board of Trustees for approval by December 2017 to meet the January 2018 submission deadline to the state Chancellor's office. Representatives broke into small groups to work on each question, and then discussed the draft responses contributed.
- In **October 2017**, Council members worked in small teams to make further revisions to the Integrated Plan. Recommended changes were sent to Council members via email for further clarification. The goal was to have the near final draft approved for submission to Academic Senate at the following SP&S meeting on November 6.
- In November 2017, the Council reviewed the draft plan, the budget plan and the executive summary. After recommended changes were approved, the Council motion, seconded, approved to submit the Integrated Plan to Academic Senate. It was anticipated that the Academic Senate will approve the Plan and the Plan will then be presented to the Board of Trustees for their approval at their January 2018 meeting. **Status:** Forwarded to the Board of Trustees and approved in January 2018. Submitted electronically to the state Chancellor's office on January 29, 2018.

ADMINISTRATIVE PROCEDURES and BOARD POLICIES

- **BP 5010 – Admissions:** The Council reviewed and approved the proposed changes from DEMAC. These changes to accommodate 9th grade students taking college level courses through dual enrollment. BP makes reference to AP 5011 as to which students qualify as special part time students. **Status:** Forwarded to Academic Senate in November 2017. Pending return from AMAC.
- **AP 5011 – Admission and Concurrent Enrollment of High School and Other Young Students:** The Council reviewed and approved the proposed changes from DEMAC. These changes to accommodate 9th grade students taking college level courses through dual enrollment. AP 5011 references CCAP without a grade range specification. Additionally, CCAP agreements cover grades 9-12. **Status:** Forwarded to Academic Senate in November 2017. Pending return from AMAC.
- **AP 3540 – Sexual Misconduct, Dating Violence and Stalking:** The Council provided minor recommendations and agreed to move the BP/AP back to PAC. **Status:** Forwarded to PAC in May 2018; passed first reading, but not unanimously. The Faculty Association along with CSEA unions will meet with Dr. Scroggins to come to some solutions regarding employee discipline mentioned in the policies.
- **BP 3540 - Sexual Misconduct, Dating Violence and Stalking:** The Council provided minor recommendations and agreed to move the BP/AP back to PAC. **Status:** Forwarded to PAC in May 2018; passed first reading, but not unanimously. The Faculty Association along with CSEA unions will meet with Dr. Scroggins to come to some solutions regarding employee discipline mentioned in the policies. Board approved July 2018.
- **AP 5012 – International Students:** The AP on website shows strikethrough in document. The Council reviewed and approved to move AP forward. **Status:** Approved in Academic Senate in May 2018.
- **AP 5013 – Military Personnel, Federal Civil Service Employees, and Their Dependents:** The Council reviewed and approved AP with updated references. **Status:** Forwarded to Academic Senate May 2018.
- **AP 5043 – Use of Social Security Numbers:** The Council reviewed and approved the revised AP with minor changes. **Status:** Forwarded to Academic Senate May 2018.
- **AP 5050 – Student Success and Support Program:** The Council reviewed the previously revised AP and approved the minor changes. **Status:** Forwarded to Academic Senate May 2018. Information item on September 2018 Board.
- **AP 5071 – Student Leave of Absence:** The Council reviewed and approved the previously revised AP with recommendation for deletion. **Status:** Forwarded to Academic Senate May 2018.
- **AP 5110 – Counseling:** The Council reviewed and approved the revised AP with added reference. **Status:** Forwarded to Academic Senate May 2018.
- **BP 5400 – Associated Students Organization:** The Council reviewed and approved the update to the name of the Director/Deans/Coordinators that work with Associated Students to include the correct names of CSSO to the Director of Student Life and the Dean of Student Services and Student Activities Coordinator. Also changed “consultation processes” to decision-making processes to be more in line with other colleges. **Status:** Forwarded to PAC August 2018.
- **AP 5400 – Associated Students:** The Council reviewed and approved the revised AP with minor changes. **Status:** Forwarded to PAC August 2018.
- **AP 2015 – Student Member:** The Council reviewed and approved the AP with minor changes. **Status:** Forwarded to PAC May 2018. PAC approved July 2018.
- **BP 2015 – Student Member:** The Council reviewed and approved the BP with minor changes. **Status:** Forwarded to PAC May 2018. PAC approved July 2018; Board discussion item July 2018.

INFORMATIONAL REVIEW

- **SSSP Allocations:** In November 2017, the Council reviewed the SSSP allocations change and analysis memo from the California Community Colleges Chancellor’s Office. Also reviewed the SSSP allocations for credit, non-credit and the comparison document.
- **Common Assessment Initiative Reset:** In November 2017, the Council reviewed the memo regarding the Common Assessment Initiative from Chancellor Eloy Ortiz Oakley.

- AB 705 – Seymour-Campbell Student Success Act of 2012: Assessment. Chapter 745, Statutes of 2017: In November 2017, the Council reviewed the California Community Colleges Chancellor's Office Q&A regarding AB 705 and the actual language of AB 705.
- **Student Equity Update/Overview:** In November 2017, Student Equity Committee co-chairs Eric Lara and Eloise Reyes presented an update on the Student Equity Plan. Eric reported that Fiscal refused to use the accurate funding of \$3.4 million for the Budget Plan for the Integrated Plan. Instead, what is shown is 80% of the 16-17 allocation (\$2.793 million). Eric reported that he has been meeting with Michelle Sampat and the research team to review every equity activity. The Chancellor's Office has not given any direct instruction on changes to the activities and use of resources. The Chancellor's Office has provided more flexibility in funding of "allowable expenditures" as long as it aligns with Student Equity and disproportionate impact. The state has recently clarified for campuses regarding the methodology to use to measure disproportionate impact (AB 504). There are 51 different equity-funded activities. The activities that were "one time" have continued with our carry over funds. Although our increase is about 1%, our carry over funds have enabled us to continue to fund all activities at 100%. No programs has lost funding. Some departments used other funding sources. Eric pointed out two distinguishing efforts: the Pride Center and the Minority Male Initiative and Mountie Monthly Mentoring Meetings. For Spring Flex 2018, the Committee will be presenting a 3-track series related to Student Equity (past-present-future).
- **SSSP Plan Update/Overview:** In November 2017, Tom Mauch reviewed the progress on the SSSP Plan. Once a student completes 15 degree applicable units and/or completes their third term, student must have a comprehensive ed plan on file. However, the response has been extremely poor. Counseling is doing more marketing about students completing comprehensive ed plans. In the original plan, Counseling is to reach out to basic skills students, but their yield has been very low (based on making presentations in classrooms). Regarding Early Alert: despite years of work in this area, this is still very underdeveloped. Counseling is looking at other systems as well as depending on IT. Another issue is how students are participating in New Student Orientation. The majority of students are completing Orientation online through a program through Cynosure. The content in excellent, but unsure whether students are actually in taking the information.
- **New Reporting Method for Accreditation:** In April 2018, the Council held a general discussion about this topic. The issue is ensuring that sufficient evidence is provided for the next accreditation self-study report. The Council members reviewed the email from Kristina Allende, requesting that we place "(IIC)" at the end of any action/outcomes that relate to accreditation standard "IIC. Student Support Services – Regularly evaluates the quality of student support services."

PRESENTATIONS/PUBLICATIONS/REPORTS

- **AP/BP 3540 – Sexual Misconduct, Dating Violence and Stalking:** In March 2018, Koji Uesugi, Dean of Student Services, provided an overview on the proposed revisions to AB/BP 3540. HR and Student Life staff mostly undertook the work. They represent the Sexual Misconduct and Response Team (SMART). Andi presented that prior to SMART working on the proposal, Jeff Archibald, representing PAC, assisted in the amendment process. The team reviewed California and federal laws, putting these laws into our policy and procedure. Council members provided minor recommendations and agreed to move the BP/AP back to PAC. SP&S had originally forwarded the BP/AP to PAC.
- **2018-2019 Basic Skills Budget:** In April 2018, Michelle Dougherty presented the 2018-19 Basic Skills Funding Proposal – there were 13 requests submitted to total \$892,178. Projected allocation is \$1,179,309 with a potential carryover from 17-18 of \$437,097. This would leave a balance of \$151,226 for the 18-19 year. Tutoring is the largest allocation of \$245,575. Pathways to Transfer scaled down their request to only \$67,025. School of Continuing Education's Professional Development proposal is new for \$73,713. Council member approved the Budget unanimously.
- **2016 CIRP Results –** In May 2018, Bruce Nixon presented the summary of the 2016 CIRP Results. Recommendations from the Council: further clarify students' needs for financial support ("As I start college, the greatest challenge I expect to face is ..." – FA is not listed); further review why students declined by over 17% in believing they will need counseling and educational advisement at Mt. SAC to reach goal yet for 43% state their greatest challenge is "knowing which classes to take"; further review of how to communicate with students (37.6% personal email; 33.3% directly call me or text me to my personal cell phone); further review technology

needs: 40% do not have access to a printer at home; 33% do not have access to a computer at home. Council recommends that the CIRP be agendized for 2018-19: review institutional questions, review dissemination of CIRP and other survey, review institutional questions and propose new ones and review and recommend how we will conduct CIRP since we now have the online AQ.

PENDING ISSUES – CARRY OVER TO 2017-18

- Review process to track BPs and APs
- Review concerns in using OnBase
- Review implications of new funding formula
- Review status of Basic Skills Plan and Committee
- Review status of Categorical Consolidation
- Review progress of Multiple Measures
- Receive update report from Student Equity
- Receive update report from SSSP