



Student Preparation, Equity and Achievement Council

Online via Zoom

October 19, 2020 – Minutes

Members [18]

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| <input checked="" type="checkbox"/> Audrey Yamagata-Noji, Co-Chair | <input checked="" type="checkbox"/> Lance Heard, Co-Chair | <input type="checkbox"/> Donna Necke | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Madelyn Arballo | <input checked="" type="checkbox"/> Francisco Dorame | <input checked="" type="checkbox"/> Bruce Nixon | <input checked="" type="checkbox"/> Chisa Uyeki |
| <input checked="" type="checkbox"/> David Beydler | <input type="checkbox"/> Joumana Mc Gowan | <input checked="" type="checkbox"/> Briseida Ramirez-Catalan | <input checked="" type="checkbox"/> Jeanne Marie Velickovic |
| <input checked="" type="checkbox"/> George Bradshaw | <input checked="" type="checkbox"/> Sara Mestas | <input checked="" type="checkbox"/> Lani Ruh | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Guadalupe De La Cruz | <input checked="" type="checkbox"/> Matt Munro | <input checked="" type="checkbox"/> Andy Shin | <input type="checkbox"/> |
| Student Representatives: | <input checked="" type="checkbox"/> Hugo Fulcheri | | |

Guests: Grace Hanson, Eric Lara

Item No.		Agenda Item	Discussion	Outcome
1.0	2:00pm-2:10pm	Review Today's Agenda and Minutes: October 5, 2020	The Council welcomed 2 new faculty members: Briseida Ramirez-Catalan (noncredit), Lani Ruh (Kinesiology), as well as the Retention and Persistence committee co-chair, Jeanne Marie Velickovic.	October 5, 2020 minutes moved, seconded, passed unanimously. Accreditation Standard IV.A.7
2.0		Committee Meeting Minutes for Review and Approval		
a.	2:10pm-2:15pm	Student Equity – September 28 minutes received for acceptance	Eric Lara reported to the Council that the biggest discussion during the September 28 committee meeting was the Food Pantry Update (Item 5.0). Previously, committee members and other individuals of the College questioned whether pet food is (or will be) available at the food pantry. Koji Uesugi and Rigo Estrada presented an update on the Basic Needs program, in regards to how the funding is used and how it's utilized for the food obtained from Sowing Seeds for Life. Koji addressed providing pet food at the food pantry. Rigo is currently researching the procedures of other local campuses and food pantries, as well as what other options there are.	September 28 minutes accepted by the Council. Accreditation Standard IV.A.7
b.	2:15pm-2:25pm	Student Equity Committee 2020-21 Purpose & Function statement and	<u>Purpose and Function Statement</u> Added function #2: “Monitor submission, implementation, updates, evaluation, and overall compliance of the	The Council approves Student Equity Committee's Purpose and Function Statement and Committee



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		<p>Committee Goals and Progress Report</p>	<p><u>annual Mt. San Antonio College Student Equity and Achievement Program (SEAP) Work Plan.</u></p> <p>Bruce suggested that the language in SPEAC’s revised purpose and function statement should be included in Student Equity’s purpose and function statement. Added to purpose: “... and student equity <u>and racial injustice</u> efforts.”</p> <p><u>Committee Goals</u> Change to Goal #2 “<u>Maintain the reporting process for the leads of the SEAP work plan activities to inform the</u> Maintain the reporting process for Student Equity project leads to inform the Student Equity Committee of their activities and progress. Change to Goal #5: Bruce says the committee felt that “advocate” would be a better word than “promote.” Promote <u>Advocate for</u> a culture of equity mindedness by educating <u>informing and educating</u> the College community regarding the importance of cultural competency, diversity, and equity.” Change to Goal #6: “Communicate results of Student Equity funded projects <u>student equity efforts to campus community across campus.</u>”</p>	<p>Goals and Progress Report with minor changes. Both documents will move forward to the Academic Senate and the President’s Office simultaneously.</p> <p style="text-align: center;">Accreditation Standard IV.A.2</p>
c.	2:25pm-2:30pm	<p>Assessment and Matriculation – September 23 minutes received for acceptance</p>	<p>Discussion of AMLA changes which allow high school graduates access to ENGL 1A. Some of the students, depending on high school coursework, would be given the ENGL 1A recommendation, and others would be given an AMLA recommendation but still eligible for ENGL 1A. New AQ English and reading placement messages were created and shared.</p> <p>There was also a discussion regarding how students that have a high school equivalency fit into this, since they should</p>	<p>September 23 minutes accepted by the Council.</p> <p style="text-align: center;">Accreditation Standard IV.A.7</p>



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			<p>also receive ENGL 1A eligibility. Students fitting in this category will be given ENGL 1A + 80, READ 90, and a default placement into math.</p> <p>Update: Chuong (IT) has implemented everything and it is currently being tested. AQ surveys are also underway.</p>	
d.	2:30pm-2:40pm	<p>Assessment and Matriculation Committee Purpose & Function statement and Committee Goals and Progress Report</p>	<p><u>Purpose and Function Statement</u> Function: Change to #1: “Review and make recommendations to Student Preparation, Equity, and Achievement Council (SPEAC) regarding the following as they relate to assessment, placement, orientation, and counseling/advising. a. All matriculation components b. Student Equity and Achievement Program c. College’s Student Equity Plan” Added #2: <u>Review and provide feedback about College’s Student Equity Plan and other initiatives as they relate to assessment and matriculation.</u> Discussion about Matriculation. Committee recently focused on placement, but historically has discussed matriculation issues, too. Change to #6: “Recommends Recommend to the Director...” Change to #7: “Support guided pathways and equity efforts related to assessment and matriculation.” Membership: Removed #9 “Faculty, representing AWE Facilitation (appointed by the Academic Senate).” Proposed Membership Change Rationale: “The committee unanimously supports the removal of the ‘Faculty, representing AWE Facilitation’ role. Currently, the AWE is not being administered at Mt. SAC, and is not likely to be administered for the 2020-21 year.”</p>	<p>The Council moves to approve the Student Equity Committee’s Purpose and Function Statement and Committee Goals and Progress Report with minor changes.</p> <p>Both documents will move forward to the Academic Senate and the President’s Office simultaneously.</p> <p>Accreditation Standard IV.A.2</p>



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			<p><u>Committee Goals</u> Change to Goal #3: Recommend Review research action plan regarding multiple measures, and investigate options to share the new placement model, and distribute the results to campus stakeholders. Added Goal #4 changed: Revise assessment practices, as needed, based on research findings Submit research requests to study disproportionate impact resulting from assessment process on equity groups. Added Goal #5: Revise assessment practices, as needed, based on research findings. Added Goal #6: Review updates regarding orientation, educational planning, counseling, and follow-up.</p> <p>Francisco volunteered to share updates on the New Student Orientation at a future meeting.</p>	
3.0	2:40pm-2:55pm	Assessment & Matriculation Committee Recommendation 53 (David)	<p>David presented Recommendation 53, which proposes adding Math 100 (Survey of College Math) as a recommended course in the AQ for Arts & Humanities majors. The AQ currently only recommends Math 110, 120 & 130 for the Arts & Humanities majors. Math 100 recently got IGETC approval, which essentially satisfies GE math requirements at the UCs.</p> <p>In AQ, all students are currently eligible for Math 100, 110, 120 & 130. The AQ takes into account the student's selected major, and breaks up the list of eligible math courses into recommended courses (top of the table) and other courses they're eligible for (bottom of the table). This recommendation would move Math 100 from the bottom to the top for students with an Arts & Humanities major.</p>	<p>Council moved to approve Recommendation 53. Recommendation 53 will be forwarded to Academic Senate.</p> <p>Accreditation Standard II.C.5 Accreditation Standard II.C.7 Accreditation Standard IV.A.5</p>



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			<p>The committee wanted to be sure that the Counseling department approved of this.</p> <p>Audrey mentioned that many colleges around the state have made this option available and it has been proven successful and popular.</p> <p>David also noted that previously, Math 100 had an essay requirement, which has now been removed.</p>	
4.0	2:55pm-3:05pm	<p>Council Goals for 2020-21 (due November 2, 2020)</p> <ul style="list-style-type: none"> Planning Memo 2020-21 	<p><u>Council Goals</u></p> <p>Discussion on whether “Student Equity Plan” should be changed to “Student Equity and Achievement Program.” Audrey clarified that Student Equity Plan is correct. The state required the College to write a Student Equity Plan, which is under the Student Equity and Achievement Program (SEAP) umbrella.</p> <p>Added Goal #7: <u>Receive and respond to recommendations from the Retention and Persistence Committee and the Textbook and Instructional Materials Committee.</u></p>	<p>The Council moves to approve the Committee Goals and Progress Report with minor changes.</p> <p>This will move forward to both the Academic Senate and the President’s Office simultaneously.</p> <p>Accreditation Standard IV.A.2</p>
5.0	3:05pm-3:15pm	<p>SPEAC Purpose and Function Statement</p> <ul style="list-style-type: none"> P&F 2020-21 draft 	<p>Lance, Chisa, Bruce, Lupita and Francisco were on a subcommittee to revise the Council’s Purpose and Function Statement, to include a function addressing institutional racism.</p> <p>Purpose</p> <p>“The Student Preparation, Equity, and Achievement Council exists to make recommendations to the Academic Senate regarding that support racial justice, and lead to student equity, access, achievement, preparation and success based on stakeholder input, state policies affecting community colleges, and informed discussion.”</p> <p>Function</p>	<p>The Council moves to approve the Council’s Purpose & Function Statement with added changed made by the subcommittee.</p> <p>This will move forward to both the Academic Senate and the President’s Office simultaneously.</p>



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			<p><u>#1 Recommend student equity, access, achievement, preparation and success priorities for the college.</u></p> <p><u>#6 Review and recommend Student Equity, Achievement Programs reports, standards, procedures, and policies including those related to SEAP budget planning and processes.</u></p> <p><u>#7 Implement the Guided Pathways framework to support student equity, access, achievement, preparation and success.</u></p> <p><u>Membership</u> Concern raised in regards to not filling student vacancies. Andy Shin says that he spoke with Andi Sims and there has been a push for more participation with the student senate’s involvement. Currently, there is a limit of two committees that each individual senator can serve on. Andy Shin will provide a flyer with various committees that are in need student representatives.</p>	Accreditation Standard IV.A.2
6.0	3:15pm-3:35pm	Mt. SAC SEAP Budget review (Audrey & Madelyn)		Held over to the next meeting
7.0	3:35om-3:50pm	<p>AP/BP 5140 – Students with Disabilities (subcommittee to present an update)</p> <p>History: First Brought to SP&S 4/3/17 for the BP 5000 series review. Minutes state “Wrong citations (29 U.S.C. Section 794d; 42 U.S.C. Section 12101; 34CFR Sections 104.3 and 104.44; 36 CFR Section 11135; 36 CHR, part 1194); not in CCLC. Could possibly be a typo? Council agreed to get DSPS input for revisions from Grace Hanson.”</p>	<p>The Dean of ACCESS, Grace Hanson, presented AP/BP 5140 at the October 5, 2020 meeting for a first reading. To review further, Lance, Bruce and Matt were assigned to a subcommittee to review AP/BP 5140-Students with Disabilities.</p> <p>The subcommittee members communicated to Grace by email a number of comments and recommendations.</p> <p>Clarification of whether ACCESS centers should remain plural. Grace confirmed that “Centers” is correct, since there is more than one (9B - ACCESS main, 9D – DHH and 9E-the Accessible Technology Center).</p>	<p>AP & BP 5140 moved, seconded and approved by the Council with recommended changes by the subcommittee and minor changes from the Council.</p> <p>Maridelle will enter into OnBase and forward to Academic Senate.</p> <p>Accreditation Standard I.B.7</p>



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		<ul style="list-style-type: none"> • AP 5140 Students with Disabilities • BP 5140 Students with Disabilities 	<p>Concern regarding the last sentence on the first page: “Professors are not permitted to offer accommodations without authorization from DSPS ACCESS or the ADA/504 Compliance Officer.” Matt says that if the accommodation is given to that student, then the sentence is correct, but can be misinterpreted to mean that the accommodation is routinely given to any student.</p> <p>Change to 1st page, 3rd paragraph: “Academic adjustments or accommodations are authorized for individual students that are modifications to the way instructional material is presented, learned, expressed, and/or assessed.”</p> <p>Change to 1st page, last paragraph: “Professors are not permitted to offer accommodations without authorization from DSPS ACCESS or the ADA/504 Compliance Officer (unless those same accommodations would be offered to other students in that class).”</p> <p>The subcommittee also posed a concern as to why the grievance process was removed from the AP. Grace shared that a disability attorney advised that these sections be removed because all students need to have the same grievance procedure.</p> <p>The last concern raised by the subcommittee is under the “Course Substitutions” section. The recommendation is to remove “Chief Instructional Officer” in the first paragraph, since this is not current practice. This verbiage dated back to when there was a Chief Instructional Officer in 1996. Currently, a committee (comprised by the dean of the department, department chairs, a faculty at large appointed by the Senate, as well as a counselor or instructional specialist that can speak to the issue), meets and goes through the course substitution process. Typically, if this</p>	<p>Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7</p>
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			<p>team agrees upon it, there will be a course substitution or course waiver. The Dean of Access and the department dean sign off on the form.</p> <p>If the student and the academic department mutually agree upon a course substitution, and the proposed course substitution meets the requirement of comparable concept mastery, the course substitution will be granted.</p>	
8.0	3:50pm-3:55pm	Review of agenda items for the year APs and BPs – academic renewal and increasing transfer rates		Held over to the next meeting
9.0	3:55pm-4:00pm	Update on AP/BPs from 2019-20 <ul style="list-style-type: none"> • AP/BPs reviewed by SPEAC 2019-20 		Held over to the next meeting
10.0		Future Presentations/discussions		
		Fall Equity Summit	<p>Lance/Chisa encouraged Council to participate in the Fall Equity Summit on October 30, 2020. This will be the first session where we are really inviting the broader campus community. In the past, has been restrictive. Staff & faculty across the campus are invited. Would be great if there was strong participation of the Council.</p> <p>Institutional Effectiveness Committee will be listening throughout the summit at pieces that will then be integrated into the strategic plan.</p>	
		Basic Needs Resources report (Koji Uesugi & Rigo Estrada)		
		SPEAC/Student Equity Committee joint meeting – Review Student Equity data provided by RIE	<p>Bruce shared that the Student Equity Committee does have data on disproportionate impact in Spring 2020; however does not have SEAP work plan.</p> <p>Joint meeting will invite both Student Equity Committee and RIE.</p> <p>Schedule for November 16th meeting. Invite committee members and representative from Research.</p>	



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		Retention and Persistence Committee forming for the Fall		
		<i>Update on new Title IX changes (Sokha/Ryan)</i>		
		<i>ESS 20-300-001 Credit for Prior Learning</i>		
		<i>Student Services report on Completion</i>		
		<i>Update on CIRP</i>		
		Next meeting dates: October 19, November 2, November 16, December 7, March 1, March 15, April 5, April 19, May 3, May 17, June 7	Audrey shared Student Services' events, including the Undocumented Week of Action. There will be different sessions.	