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## Student Preparation and Success Council Meeting Notes-September 19, 2011

**Attendance:**

▣ Audrey Yamagata-Noji, ▣ Richard McGowan (Co-Chair), ▣ Eric Kaljumagi, ▣ Kristina Allende, ▣ George Bradshaw, ▣ Susan Wright, ▣ Matt Judd, ▣ Tom Mauch, ▣ Jim Ocampo, ▣ Micol Christopher, ▣ Glenda Bro, ▣ LeAnn Garrett

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

**Absent:** Alina Hernandez

Item	Agenda Topic	Discussion	Outcome
1.0	Minutes of June 6, 2011		Approved with corrections.
2.0	Sharing of Information Eric	Eric is working on drafting a letter to department chairs regarding AP 4235 Credit by Exam that was passed in Spring 2011.	Eric will bring a letter for the Council to the review at a future meeting.
3.0	Introductions	Glenda Bro, LeAnn Garrett, Micol Christopher, and Alina Hernandez were introduced as new members.	Informational
4.0	SP&S Membership	The following modifications were recommended and approved by the Academic Senate and AMAC: Changed from four to six faculty and one less Student Services appointee.	Informational
5.0	Committee's Outcomes/Accomplishments of 2010-11 Goals – Audrey	The Council reviewed and recommended the following edits:  1) Counseling Intervention Plan: Change outcome to: "implementation pending"  2) Textbook Adoption Guidelines: no change  3) Academic Integrity Task Force: no change  4) Multiple Measures: change outcome to "implementation pending".	Tom will update the Council at the next meeting.  Matt will take to Instruction and Richard will follow up with the bookstore.  The task force has been reappointed for 2011-12.  The newly approved surveys are not being used because the automation is being worked on by the IT department.



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		5) Student Success: No changes	
6.0	Strategic Objectives for Goals #12	<p>The Council reviewed, discussed, and modified the two strategic objectives.</p> <p>#1 Objective: Discussion: The objective aligns well with the Roadmap Project goals and the flex day presentation titled: "Help Your Students Get the Help They Need". The presenters were Bailey Smith, JoAnne Bermejo, Grace Hanson, and Julie Perez-Garcia.</p> <p>#2 Objective: Discussion: At the Student Success Conference it was discussed combining persistence and engagement. The following are questions asked: 1) Is there a better way to capture persistence rates for students? 2) How do we count students who get get classes vs counting only those who are enrolled? 3) What if students go to other colleges to enroll?</p>	<p>The Council recommended the following: No change and keep it ongoing</p> <p>Keep objective going with the following edit: Student Preparation and Success Council will recommend changes to campus efforts to address student engagement and persistence.</p> <p>Look at what Daniel Lamoree from Research and Institutional and Effectiveness are doing on the cohort tracking project.</p> <p>Lucy will make the edits and forward to Barbara McNeice-Stallard.</p>
7.0	<b>Reports from Committees</b>		
	Assessment- Jim Ocampo	<p>The following was reported to the Council:</p> <ul style="list-style-type: none"> <li>-Multiple Measures: The committee was updated on the status</li> <li>-Common Assessment: State-wide proposal (AB 743): Recent bill passed by both houses takes our reference to "participating colleges." Therefore, it appears that it will be mandatory for all colleges. The concerns are funding and legal ramifications of implementation.</li> <li>-EAP: Mt. SAC chose not to participate in the past. The committee is discussing whether to participate since the data collected isn't available for non-participants.</li> </ul>	Informational



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		<p>-Title 5 Changes to prerequisites: discussion on the use of content review. The validation studies will still need to be conducted to measure disproportionate impact. Jim reported that he was invited by Michelle Grimes-Hillman to serve on a task force that will be looking at a process for Mt. SAC.</p>	
	<p>Student Equity – Juan Carlos</p>	<p>The following was reported to the Council:</p> <p>-Eric forwarded statewide Senate resolutions regarding LGBT issues. The committee discussed whether the campus can gain access to data for LGBT and identify individuals and a point person to be the repository for resources and support the students and staff.</p> <p>-Student Equity Plan: The Chancellor's Office has not asked for an update in the past six years. The committee is concerned with not being able to access data reports pertaining to goals developed in the plan.</p> <p>Equity and Diversity Summit: There were 45 attendees. 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 the curriculum. Panel of students shared their experiences.</p>	<p>Will meet with Research and Institutional Effectiveness to determine if this information can be gathered and will poll other community colleges to see what they are currently doing.</p> <p>Informational</p> <p>Looking at working with Professional &amp; Organizational Development to do specific workshops (e.g., teaching/addressing needs of AB 540 student.)</p>
	<p>Basic Skills – Glenda</p>	<p>The following was reported to the Council:</p> <p>-Committee is working on the accountability reports that are due to the Chancellor's office by October 10<sup>th</sup>.</p> <p>-Orientations have been given to program leads who are receiving basic skills funding.</p> <p>-The Committee is working on developing an electronic newsletter.</p> <p>-On September 30<sup>th</sup>, Mt. SAC is hosting 3CSN-CCC Success Network. This is the staff development portion of the Basic Skills Initiative for the Inland Empire Region. There will be three breakout sessions: 1)</p>	<p>Informational</p>



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		Summer Bridge/First year Experience – Mt. SAC (Anabel and Matt), 2) Acceleration (Statewide movement to get students through basic skills courses faster) – Citrus, 3) Early Alert – Riverside. If anyone is interested, email Glenda for more information.	
8.0	<b>Ongoing Issues</b>		
a.	Student Success Plan-Audrey	<p>The following Council members volunteered to work on the following assignments within the plan:</p> <ul style="list-style-type: none"> <li>• Achievement of Student’s Own Goals: Eric, students, Glenda, Tom, Kristina,</li> <li>• Engagement and Persistence: Richard, Audrey, George, Matt, Micol, LeAnn,</li> </ul>	<p>The Council recommended that the next steps be:</p> <ul style="list-style-type: none"> <li>• Brainstorm outcomes and clarifications for each assignment.</li> <li>• Schedule time during the next meeting for groups to work on assignments</li> </ul> <p>Lucy will send the conference summary report electronically to the Council members.</p>
b.	Variance Form/New AP XXX-	<p>The background of this issue: When a student wants credit for a course taken elsewhere, they must fill out a form explaining their request. The form goes to the department; the department has 2 options – 1) feed DegreeWorks for equivalency or 2) approve for one time as a variance. Matt recommended that the form require a Dean’ signature. The Dean needs to work in conjunction with other divisions if the course is dependent on a course in that division (especially pertaining to prerequisites). It was stated that variances are more of an independent judgment call and don’t always set precedence.</p>	<p>Eric reported that the new AP and revised form was reviewed and approved by the Academic Senate on September 16, 2011 and will be forward to AMAC for review. An update will provided at the next meeting.</p> <p>Lucy will email a copy of the form to the Council members.</p>



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9.0	<b>New Issues:</b>		
a.	Proposed Title 5 language change on apportionment limit for enrollment in credit courses & AP 4225-Course Repetition (substandard grades, withdrawals, extenuating circumstances) – Audrey/Richard	<p>The Council reviewed and discussed the following:</p> <p>-Audrey reviewed the history of repeat policy changes in Title 5. The current issue is that the new policy is to be announced in Spring 2012 and instituted Summer 2012, with a retroactive total count of only 3 W's/substandard grades.</p> <p>-George shared the impact of looking at multiple repeats in three science lab classes.</p> <p>The Council recommended that a task force made up of George, Matt, and Audrey work on the following issues: 1) informing students, 2) revising AP 4225 and catalog, and 3) assess the magnitude of the change (can we query the potential impact?)</p>	<p>The Council agreed with the following recommendations: Audrey will provide the Title 5 language.</p> <p>George will provide this background information to the Council.</p> <p>Follow-up: 1) How to analyze the impact? 2) Audrey seek assistance from IT to obtain information on:</p> <ul style="list-style-type: none"> <li>• Which courses are most impacted? Look first at: English 67, 68, 1A and Math 50, 51, 71</li> <li>• How many students are repeating for the 1<sup>st</sup> time, 2<sup>nd</sup> time, 3<sup>rd</sup> time due to prior substandard grade?</li> <li>• How many students have 1, 2, 3 "W"s in these classes?</li> <li>• How many students have a combination of 3 W, D, F, NP marks</li> </ul>
b.	2011 Statewide Academic Senate Spring Session Adopted Resolutions-Richard		Tabled
c.	AP 5015 – Residence Determination – Audrey		Tabled
10.0	<b>Next meeting :</b> <b>Next meeting on October 3, 2011</b>		