Student Preparation and Success Council – Meeting Minutes
May 6, 2013
9B-Student Services Center- Ragan Room

Members

X▫ Audrey Yamagata-Noji (Co-Chair)	X▫ Daniel Smith (Co-Chair)	X▫ Eric Kaljumagi	X▫ Kristina Allende	X▫Tom Mauch
X▫ George Bradshaw	X▫ Matt Judd	X▫ Susan Wright	X▫Glenda Bro	X▫ Alina Hernandez
X▫ Linda Diaz	X▫ Juan Carlos Astorga	X▫ Dennis Lee	X▫ Anissa Lozano	

Absent: Micol Christopher and Jim Ocampo

Item	Agenda Topic	Discussion	Recommendations
1.0	Review Agenda & Minutes from April 5th Meeting	3.0 "Connect 4" instead of "R"	Minutes approved unanimously
2.0	Information Sharing: Audrey: • Overview of Proposed Changes to Title 5, Chapter 6, Subchapter 6, Matriculation • Draft for Stakeholder review and comment – 3/22/13 • Draft Proposed SB 1456 Student Success & Support Program Credit Funding Formula • Draft Proposed SB 1456 Student Success & Support Program Credit Funding Formula – 4/2/2013 • California Community Colleges – SB 1456 MIS Revision and New Allocation Formula Workgroup (Draft – Revisions to the SM Data Elements- 4/2/2013 Daniel: • AP 5055 – Enrollment Priorities –Update	Audrey reviewed the information related to SB 1456. She clarified why the Title 5 regulations and funding formula so carefully parallel the work of Student Services. The Seymour-Campbell Student Success Act of 2012 and the subsequently proposed Title 5 regulations is based on the Seymour-Campbell Matriculation Act of 1986. These functions focus on assessment, orientation, and counseling, education planning and follow-up services. These issues and revisions to our procedures and policies will be started in the Fall by the Council. Dan presented that AP 5055 was presented to the	Informational

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		Senate Executive Board and still remains there under discussion.	
3.0	Basic Skills Committee funding - 2013-14	The Basic Skills Committee sent a call for proposals in December 2012, with a due date of April 1, 2013. Glenda and conducted orientation sessions. The Committee members ranked the proposals based on the established rubric. Out of 25 submissions, 4 were recommended not to be funded. The requests ($1,052,431) exceeded the estimated funding amount ($841,276). After SP&S, the recommendations will be forward to the Senate Executive Board. Glenda clarified the major qualifying issue for not funding recommendations is the ability to not fully measure the direct outcome from basic skills funded interventions.	**Action:** To approve the Basic Skills Committee funding 2013-14. **Motion Moved by**: Dan **Motion Seconded by**: Eric **Approved:** Unanimously
4.0	**Ongoing Issues:**		
a.	AP 5075 - Dan	Dan reported that the Senate has concerns that they would like to be addressed and/or clarified by SP&S – including how the $2.4 potential loss in revenue was calculated. [Off-line: George explained that 525-550 FTE from Fall 2011 and Spring 2012 dropped between the 20% and 30% drop periods. Our funding is $4500/FTE. $4500 x 525 = $2.362 million. Students can view their exact withdrawal dates, including short term classes, in their	The Council agreed that Dan and Audrey will work together to provide the clarification requested by the Academic Senate.

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		registration screen.	
b.	BP 5010 – Admissions -	The Council discussed and reviewed the following two proposed revisions of 5010: 1) An originally drafted version by George based on the original version brought forward by President Scroggins. 2) Eric then worked on revising the version George drafted. Discussion: The Ed Code provides that students can be admitted provisionally. George recommended including the admission of other students (concurrent enrollment) to be comprehensive. George recommends a reference to provisionally admitted students per Education Code. Suggestion is to add a 4th bullet (Eric's version) to read: • Other persons who, in the judgment of the College President/CEO or his/her designee are capable of profiting from the instruction offered. Move "Admission to Specialized Programs" to the end of the BP after "Special Admission of Highly Gifted Students." The changes will be made by Eric and will be forward to Academic Senate Executive Board for review.	**Action:** To approve the BP with the recommended changes. **Motion Moved by**: Audrey **Motion Seconded by**: Dan **Approved:** Unanimously approved with words of caution that this would be a clear exception to college policy provided to the College President/CEO.
c.	Mt. SAC Student Success Conference II	Lucy reported that 38 people responded "yes" out of the 130 invitations sent out. The Council members suggested that in our conclusion we focus on the	Informational

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		following: Where are we headed next? Open Forum in the Fall related to the new state laws/guidelines on Student Success. Share data points in funding model Score Card	
5.0	**New Issue:**		
a.	AP 5520 – Student Discipline Procedures – Dan/Eric	Eric presented that on their prior work on Student Academic Honesty, some of the paragraphs from that AP were to be transferred to the AP on Student Discipline. The information on the Misconduct Process is in the catalog, and is suggested to be put into AP 5520 – Student Discipline Procedures. Audrey asked that the Senate work on these proposed revisions with Carolyn. There are no changes from existing practice, just solidified and clarified.	Dan will meet with Carolyn Keys to review the proposed changes to AP 5520 – Student Discipline Procedures. An update will be given at a future meeting.
b.	Report Assessment Data – Jim	The Council reviewed the data that Jim had handed out at an earlier meeting. The following was shared: 1) There is a slight upward trend in English 1A for both high school students and all other students. 2) High school and all other students' math placement levels have stayed mostly static over time. 3) High school students' reading placement levels have increased over time. The Council had a discussion related to the possibility to	The committee recommends footnotes to the reports to help to explain changes made in certain years (e.g., change in cut scores, curricular changes, implementation of multiple measures, etc.).

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		repeat the DRP (reading placement test) for the purposes of establishing competency. If a student does not place into READ 100 upon the first testing, and therefore does not meet the reading competency requirement, but later retakes the test and scores into READ 100, it cannot be counted for competency should not be another option would be to have a separate reading test for competency. One of the arguments has been that a placement test should not be used for competency (per Title 5).	Alina and Linda will create an agenda item on this topic for the Fall.
6.0	**Reports from Committees**		
a.	Assessment & Matriculation – Jim Ocampo	Jim was absent.	
b.	Basic Skills – Glenda Bro 11/29/2012, 3/14/2013, 3/28/2013 - Minutes	Glenda presented the minutes for our review.	Informational
c.	Student Equity – Juan Carlos Astorga/Phil Maynard	The committee did not have a quorum at their last meeting. The committee has been discussing the Score Card result and how gender/equity/ability data will be collected and monitored.	Informational
7.0	*Set Agenda for next meeting: May 20, 2013*	AP 5075 Follow-Up: -Executive Board requested more information. Review of Council Goals Review of Council Membership AP 5010 and AP 5011 Review of Student Success Conference II	Information will be provided off line at a later time.