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Student Preparation and Success Council – Meeting Minutes
March 17, 2014
9B-Student Services Center- Ragan Room

Members

- | | | | | |
|--|---|--|--|---|
| <input type="checkbox"/> Audrey Yamagata-Noji (Co-Chair) | <input type="checkbox"/> Jeff Archibald (Co-Chair) | <input checked="" type="checkbox"/> Dan Smith | <input checked="" type="checkbox"/> Kristina Allende | <input type="checkbox"/> Tom Mauch |
| <input checked="" type="checkbox"/> George Bradshaw | <input checked="" type="checkbox"/> Matt Judd | <input checked="" type="checkbox"/> Jim Ocampo | <input checked="" type="checkbox"/> LeAnn Garrett | <input type="checkbox"/> Micol Christopher |
| <input checked="" type="checkbox"/> Glenda Bro | <input checked="" type="checkbox"/> Alina Hernandez | <input checked="" type="checkbox"/> Linda Diaz | <input checked="" type="checkbox"/> Barbara Gonzalez | <input checked="" type="checkbox"/> May Ochoa |

Guest: Carolyn Keys, Dean of Students Services

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Recommendations</u>
1.0	Review Agenda & Minutes from March 3rd meeting		<u>Action:</u> Minutes approved unanimously
2.0	<u>Reports from Committees</u>		
a.	Assessment & Matriculation – Jim Ocampo	Jim reported the following: <ul style="list-style-type: none"> The committee members established goals for 2013-2014 and communicated the goals to the President's office. Provided clarification to the committee regarding the Reading Competency Task Force The Council reviewed the committee's minutes from December 11, 2013.	Informational
b.	Basic Skills – Glenda Bro	Glenda reported the following: <ul style="list-style-type: none"> The committee reviewed Mid-term reports. The deadline to submit a basic skills proposal is March 28th. 	Informational



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		<ul style="list-style-type: none"> Workshops are being offered if individuals are interested in attending. This workshop will give an overview on how proposals are to be completed. <p>The Council reviewed the committee's minutes from December 12, 2013.</p>	
3.0	<u>Updates</u>		
a.	CIRP Survey – Jim	Jim reported that the CIRP survey will be administered through the assessment center starting in April 2014.	An update will be provided to the Council at a future meeting.
b.	Graduate Survey – Alina	Alina reported that she and Audrey met with Annel Medina from Research & Institutional Effectiveness. Annel shared a draft survey and requested that 20 students take this survey in order to received feedback about taking the survey. The survey was piloted and good feedback was provided.	An update will be provided to the Council at a future meeting.
c.	AP 5012: International Students – Dan	Dan reported that this AP will be going to the full Senate on March 20 th as an action item.	Informational
d.	AP 5013: Students in the Military – Dan	Dan reported that this AP will be going to the full Senate on March 20 th as an action item.	Informational
e.	AP 5015: Residence Determination - Dan	Dan reported that this AP will be going to the full Senate on March 20 th as an action item.	Informational
f.	Early Alert Task Force– Dan/Jeff	Dan reported that the members have been confirmed and the full Senate will be approving this task force on March 20 th .	



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g.	The Reading Competency Task Force – Dan/Jeff	Dan shared that a tentative meeting has been scheduled on March 26 th . A concern about the membership was discussed. This issue will be discussed separately between the task force and the Assessment and Matriculation Committee.	Action: The Council recommended that the task force collaborate with the Assessment and Matriculation Committee. The recommendation was approved unanimously.
4.0	<u>New Issues:</u>		
a.	AP 5520: Student Discipline Procedures – Carolyn Keys	<p>Carolyn distributed the following to the Council:</p> <ul style="list-style-type: none"> • Revised version of AP 5520 – Student Discipline Procedures. This version did not display any strikeouts of deleted language or bold/highlighted the added language. • Discipline/Grievance Summary - July 2012 – June 2013 done by Maryann Tolano-Leveque, Student Life Director. 	<p>The Council recommended that Carolyn bring back the strikeout and highlighted/bold version to the next meeting.</p> <p>Informational</p>
b.	AP 4027 – Catalog Rights – Linda & Alina	<p>Linda shared the following suggested changes to the AP:</p> <ul style="list-style-type: none"> • 3b: add “subsequent” and change “year” to “years • 4. Include added language under the exception. 	<p>The Council recommended that Linda bring back the strikeout and highlighted/bold version to the next meeting.</p> <p>Linda will send Lucy the revised language so that she can upload the AP into Quicker.</p>
5.0	<i>Set Agenda for next meeting: April 7, 2014</i>		