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Student Preparation and Success Council – Meeting Minutes
Oct 6, 2014
9B-Student Services Center- Ragan Room

Members

- | | | | | |
|-----------------------------------|-----------------------------------|--------------------|---------------------|-------------------------|
| ▫ Audrey Yamagata-Noji (Co-Chair) | ▫ Jeff Archibald (Co-Chair) | ▫ Dan Smith | ▫ Kristina Allende* | ▫ Tom Mauch |
| ▫ George Bradshaw | ▫ Matt Judd | ▫ Jim Ocampo | ▫ LeAnn Garrett | ▫ Glenda Bro |
| ▫ Alina Hernandez | ▫ Linda Diaz | ▫ Barbara Gonzalez | ▫ Luisa Howell | ▫ Alex Ngo, Student Rep |
| ▫ Ronnie Escoto, Student Rep | ▫ Christopher Nguyen, Student Rep | | | |

Guest: Carolyn Keys, Dean of Student Services, Co-Chair Student Equity; Angel Lujan

*Kristina Allende resigned recently and a new appointment will be made by the Academic Senate

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Recommendations</u>
1.0	Review Agenda & Minutes from September 15, 2014 meeting.	Item on BP 5050, recommendation should read as “Approve BP 4260” -- prerequisites	Approved unanimous with minor corrections.
2.0	<u>Reports from Committees</u>		
a.	Assessment & Matriculation – Jim Ocampo -Placement Distribution Data -No minutes available	Jim reviewed the Placement Distribution Data with the Council. The following was shared: <ul style="list-style-type: none"> • Changes to English Placement: Research is generating success rates on those who completed assessment under the new rubric as well as those who were placed by multiple measures. • AWE Pilot will be presented upon the completion of the pending research. • The data will be compiled monthly and is shared through the Assessment Committee whose members can carry the data back to their respective departments. 	At a future meeting, Jim will provide an update on the following: <ul style="list-style-type: none"> • AWE Pilot • Satisfaction Survey Results • Math Test Placement Appeal.



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		<p>Barbara commended Counseling for working with students to address basic skills/reading issues early.</p> <p>Other information shared:</p> <ul style="list-style-type: none"> • A satisfaction survey from LERN, AmLa and English courses is being conducted. All students are surveyed, but the results are separated by students who were initially placed into the class. • The Math Placement Test was submitted for approval to the Chancellor’s Office in April, however the approval was denied. The denial was mainly based on “content validity.” However, the narrative in the content review section was the same as was submitted in prior years (2001 and 2007). Jim Ocampo submitted an appeal to the Chancellor’s Office with the Math Department’s and the Committee’s input. 	
b.	Basic Skills – Glenda Bro	<p>Glenda reported the following:</p> <ul style="list-style-type: none"> • The Basic Skills Plan is signed and will be sent to the Chancellor’s Office by Friday. • The internal annual report is being synthesized via TracDat. • Minutes from August 28th and September 11th were reviewed and accepted by the Council 	Informational
c.	Student Equity – Alina and Carolyn Keys -7/27/2014 Minutes & 8/10/2014 -Student Equity Plan	<p>Carolyn and Alina reviewed the first draft of the Student Equity Plan with the Council. The following was shared:</p> <ul style="list-style-type: none"> • A conflicting reference in “Hispanic” and “Latino” was pointed out –with the explanation that “Hispanic” references 	The Council recommended that the plan be sent to the Oct 20 th meeting for approval.



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		<p>were included by Research, using state-defined ethnic criteria.</p> <ul style="list-style-type: none"> • It was clarified that this is not a “first review” of the plan, but an update. <p>Dan mentioned that if Executive Board of the Senate receives the plan by the beginning of November, it could conceivably move forward to the full Senate and to the Board of Trustees in December for approval.</p> <p>Minutes from July 28th and August 11th were reviewed and accepted by the Council</p>	
3.0	<u>Pending Issues</u>		
a.	BP 5010 – Admissions – George/Jeff	<p>The Council discussed the following:</p> <ul style="list-style-type: none"> • The clarification regarding: additional changes were from the passage of AB 2171. (Education Code 76038) “The district may deny or place conditions on enrollment ...” if a student has been expelled from another California Community College. • If there is specific language of implementing changes from AB 2171 this into an AP, George suggested that a new, separate AP be drafted. <p>The following were suggested changes:</p> <ul style="list-style-type: none"> • move the paragraph below “Students who are admitted provisionally” above the inserted passage 	<p>The Council recommended the following:</p> <ul style="list-style-type: none"> • To approve the BP 5010 in concept. • Develop a process to implement BP 5010 and included the process in AP 5010. • Bring back the BP when the AP is ready to be reviewed by the Council.



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		<ul style="list-style-type: none"> • add a subheading for the new section. 76038(h) provides the “option” for colleges to implement this. <p>The Council took a straw poll to include this language in the BP.</p> <p>George presented a flow chart identifying the options after the receipt of expulsion information related to the offenses defined in 76038.</p>	
b.	BP 5050 – Matriculation/SSSP - Jim AP 5050—Matriculation/SSSP – Jim	<p><u>BP 5050: Student Success and Support Program.</u> The Council reviewed the revised BP and made the following corrections:</p> <ul style="list-style-type: none"> • Combing the second and fourth paragraph to read: <i>The College President/CEO in consultation with the Academic Senate and the Chief Student Services Officer and the recommendations of the SSSP Advisory Committee shall establish procedures to assure implementation of SSSP services that comply with relevant law and regulations.</i> • Third paragraph include all services identified in Title 5 section 55520: Assessment, Orientation, Counseling and advising, Educational planning, Follow-Up services, Referral to support services and curricular offerings • Move the exemption criteria back from the AP 5050 to the BP. [“A student is exempt ... (5) has enrolled at the college as a special admit student ...”] • All references to the loss of priority enrollment should be moved to AP 5055. 	The Council unanimously approved BP 5050 with the recommended changes.



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		<p>Jeff reported that the name of the committee was changed to SSSP Advisory Committee. This change was done on the floor of the Senate.</p> <p><u>AP 5050:</u> The Council reviewed the revised AP and made the following corrections:</p> <ul style="list-style-type: none"> • Change first bullet under “SSSP services include” to: <i>“assessment instruments except those”</i> • Section: “SSSP services included,... add 4th bullet: <i>Follow-up Services to evaluate ...</i> [include the definition of at risk students] and reference exact language from Title 5 55520 • Section: “SSSP services included,...Add 5th bullet: <i>Referral of students to ...</i> and reference the exact language from Title 5 55520 • Strike: “To achieve SSSP goals, Mt. San Antonio College will...” • Strike: “The Mt. San Antonio College Catalog contains.... currency and correctness.” • Change last section to: <i>“Each non-exempt student attending Mt. SAC, will do ...”</i> 	<p>The Council unanimously approved AP 5050 as discussed.</p>
c.	AP 4255—Dismissal and Readmission – George/Tom	The Council reviewed the AP 4255 and suggested the following changes:	The Council unanimously approved the AP with the recommended



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		<ul style="list-style-type: none"> • The last page strike out - “(considered during appeal)” • Re-instatement After Dismissal” – no need for the hyphen: “Reinstatement” • Appeals will go to the Dismissal Committee within the Counseling Department. • The contract will reflect the maximum number of units permitted” allows for flexibility in not defining a specific count of units. 	changes.
d.	Liaison Proposal – Jeff	Tabled	
4.0	New Issues:		
a.	AP 4260 - Prerequisites, Corequisites, Advisories – Jim	Tabled	
b.	AP 4027 – Catalog Rights – Linda	Tabled	
5.0	Updates		
a.	Student Success and Support Program Plan – Jeff/Audrey	Jeff reported that the plan was approved by the full Senate on September 25, 2014.	Informational
6.0	Next meeting 10/20/2014 Agenda items: <ul style="list-style-type: none"> • Liaison Proposal • AP 4260 • AP 4027 • AP 5055 Enrollment Priority – George/Audrey • CCSSE Presentation – Barbara 		



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	McNiece-Stallard and Minerva Avila Action Items: <ul style="list-style-type: none"> • Student Equity Plan • AP 4255 – Dismissal and Readmission • AP 4260 – Prerequisites, Corequisites, Advisories • AP 4027 – Catalog Rights 		