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**Student Preparation and Success Council – Meeting Minutes**  
**November 3, 2014**  
**9B-Student Services Center- Ragan Room**

**Members**

<u>X</u> Audrey Yamagata-Noji (Co-Chair)	<u>X</u> Jeff Archibald (Co-Chair)	<u>X</u> Dan Smith	<u>X</u> Tom Mauch	<u>X</u> George Bradshaw
<u>X</u> Matt Judd	<u>X</u> Jim Ocampo	<u>X</u> LeAnn Garrett	<u>X</u> Alina Hernandez	<u>X</u> Linda Diaz
<u>X</u> Barbara Gonzalez	<u>X</u> Luisa Howell	□		
<u>X</u> Ronnie Escoto, Student Rep	<u>X</u> Christopher Nguyen, Student Rep			

**Absent:** Glenda Bro and Alex Ngo, Student Rep

**Guest:** Barbara Mc Niece-Stallard, RIE and Minerva Avila, RIE; Bruce Nixon, guest (faculty Psychiatric Technician)

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Recommendations</u>
1.0	Review Agenda & Minutes from October 20, 2014 meeting.	Changes: 2.0-b: change: “presented”; take out “will”; department would like to implement “a” 3.0-a: Council “discussed” the following: 3.0-a: The four recommendations proposed “.” 4.0-1: Add “Council” discussed 4.0-a: “The changes to BP 4260 were “The change was made by moving the challenge process language to the end of the BP.”	Unanimously approved with changes
2.0	<b><u>Reports from Committees</u></b>		
a.	Student Equity – Alina -Minutes – September 8, 2014		The Council accepted September 8 <sup>th</sup> minutes.
b.	Assessment & Matriculation – Jim Ocampo Minutes – October 8, 2014	Jim provided the following update: • The Assessment and Matriculation	The Council accepted October 8 <sup>th</sup> minutes.



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		<p>Committee discussed the removal of the holds on assessment and orientation. A recommendation from the committee is forthcoming to the Council.</p> <p>Jeff mentioned that the name change of the committee has not gone to PAC.</p>	
c.	Basic Skills – Glenda Bro Minutes – September 25, 2014		The Council accepted October 8 <sup>th</sup> minutes.
3.0	CCSSE Presentation – Barbara McNiece-Stallard and Minerva Avila	<p>Barbara McNiece-Stallard and Minerva Avila presented a review of the CCSSE results administered Spring 2014 to 1,372 students and 298 faculty. Major findings:</p> <ul style="list-style-type: none"> <li>• For the first time, Mt. SAC exceeded the “Extra Large College Cohort” (ELCC) scores in all five benchmark areas.</li> <li>• For the first time, Mt. SAC exceeded the ELCC on the Student-Faculty Interaction benchmark.</li> <li>• There was continued growth in three out of five benchmark categories: Active and Collaborative Learning, Academic Challenge, Student-Faculty Interaction</li> </ul> <p>Recommendations presented by RIE:</p> <ul style="list-style-type: none"> <li>• Increase the Student-Faculty Interaction</li> </ul>	<p>Minerva will share more specific details related to the Survey Results—especially on items where there is a wide discrepancy between faculty and students.</p> <p>The Council will continue to review the Custom Survey results and consider recommending different items in order to further clarify findings related to Student-Faculty Interaction and Student Effort as well as other benchmark areas.</p> <p>Some of the findings and further research will be coordinated with the</p>



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		<p>benchmark from 49.8% to at least 50%.</p> <ul style="list-style-type: none"> <li>• Increase the Student Effort benchmark closer to the 2011 level.</li> <li>• Increase the Support for Learners benchmark closer to the 2011 level.</li> </ul> <p>The Council also expressed concerns about some of the items associated with specific benchmarks. The Custom Survey Items (institutional questions) provide another dimension of analysis and understanding.</p>	<p>Student Equity efforts.</p>
4.0	<b><u>Action Items</u></b>		
a.	Student Equity Plan	<p>The Council reviewed the plan. The Council gave Kudos to Alina, Carolyn, the research staff and Lucy for their great efforts.</p>	<p><b>Action:</b> To approve the plan as is.  <b>Motioned moved by:</b> Dan Smith  <b>Motioned 2nd by:</b> Luisa Howell  <b>Approved:</b> Unanimously</p>
b.	Liaison Proposal – Jeff	<p>Jeff met with Angel Lujan about the level of details in the proposal. A revised proposal was submitted to the Council. The appendices and concerns with recommendation #2 (counselor interest and seniority) were amended.          The following was added</p> <ul style="list-style-type: none"> <li>• A request from the departments requesting a liaison. Liaison “expectations” changed to liaison “activities”.</li> <li>• “Attend department meetings” added to</li> </ul>	<p>The Council agreed to have a more robust discussion at the next meeting on Nov 17<sup>th</sup>.</p>



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		include “where applicable, where requested.”  This proposal is coming to the Council because the Counseling Department wants to send this through the Senate to determine faculty buy-in.	
c.	BP 4260 - Prerequisites, Corequisites, Advisories		The BP will be an action item at the next meeting on Nov 17 <sup>th</sup> .
5.0	<b><u>Pending Issues:</u></b>		
a.	AP 5055- Enrollment Priority – George/Audrey	George suggested that the Council have a discussion about the direction of changes prior to making any recommended changes to the AP.	The Council agreed to bring back the AP for further discussion at the next meeting on Nov 17 <sup>th</sup> .
6.0	<b><u>New Issues:</u></b>		
a.	AP 5010 – Admissions - George	George suggested that the Council should continue discussion about the business process related to dismissal of students. The procedures need to be developed based on the implementation of new provisions.	Audrey and Carolyn will work on the language related to the procedures and bring back to the Council for review and approval in the Spring.



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7.0	Next meeting 11/17/2014 agenda items: <ul style="list-style-type: none"> <li>• AP 5055 – Enrollment Priority</li> <li>• AP 4027 – Catalog Rights</li> </ul> <b>Action Items:</b> <ul style="list-style-type: none"> <li>• BP 4260: Prerequisites, Corequisites, Adviosries</li> <li>• Counselor Liaison Proposal</li> </ul>	AP 5055: Discussion and direction to draft language changes; Jeff and George will meet to develop a clearer proposal  BP 4260: Prerequisites, Corequisites, Advisories (Jim – for action)  AP 4027: Catalog rights (new) (Linda Diaz) Counselor Liaison Proposal (Jeff)	