



Student Preparation and Success Council – Meeting Minutes
June 1, 2015
9B-Student Services Center- Ragan Room

Members

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|-----------------------------------|------------------------------|-----------------------------------|----------------|------------------------|
| ▫ Audrey Yamagata-Noji (Co-Chair) | ▫ Jeff Archibald (Co-Chair) | ▫ Dan Smith | ▫ Tom Mauch | ▫ George Bradshaw |
| ▫ Matt Judd | ▫ Jim Ocampo | ▫ LeAnn Garrett | ▫ Glenda Bro | ▫ Barbara Gonzales |
| ▫ Linda Diaz | ▫ Luisa Howell | ▫ Bruce Nixon | ▫ Randy Wilson | |
| ▫ Mary Hoff Student Rep | ▫ Karla Sanchez, Student Rep | ▫ Christopher Nguyen, Student Rep | | ▫ Irma Marin, Recorder |

Guest: Carolyn Keys, Co-Chair, Student Equity, Lucy De Leon, SSSP Project/Program Coordinator.

<u>Item</u>	<u>Agenda Topic</u>	<u>Discussion</u>	<u>Recommendations</u>
1.0	Review Agenda & Minutes from May 18, 2015 meeting.	p.3 section 2: "Counseling referrals are up, as well as tutoring ..." -- delete sentence p.6 "revised Student Equity due November 23." (strike "in early") p.7 date is "6/1/15"	The Council unanimously approved the minutes with revisions.
2.0	Council's Membership, Function, and Purpose	The following was shared and discussed: <ul style="list-style-type: none"> • Glenda's term is vacant for 2015-18. No one has been appointed yet. • No suggested changes for Purpose and Function. • Suggestion to spell out "SSSP" to "Student Success Support Program Advisory Committee." 	The Council agreed to revisit the function statements at the first meeting in the Fall.



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		Discussion: functions #1 and #2 are very similar since the Academic Senate is the “campus decision-making process.”	
3.0	Council’s 2014-2015 Committee Goal and Progress Report	See Year-End Report	The Council recommended to take the Year-End Accomplishments and fit them into the report and send to SP&S members for review and electronic approval.
4.0	2014-2015 Year End Accomplishments	<p>Council reviewed the draft of the Year-End Accomplishments: The follow are suggested changes and clarification needed:</p> <ul style="list-style-type: none"> • Change “Spanish” Language to “Foreign” Language • Recommendation on holds: take out “President’s Cabinet” – to be discussed at AMAC • Multiple Measures was “approved by the full Academic Senate.” “A recommendation to change the use of the Multiple Measure point system for placement into English 67 was approved.” “The Council began a review of the Multiple Measures criteria and the use of the point system.” • Counseling Liaison Proposal approved in March 2015 	The revised draft will be sent to SP&S members for final review and approval electronically.



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		<ul style="list-style-type: none"> • BP 5110 will go to the Board as an Action Item • BP 4260: status unknown – NEED TO CHECK • BP 5010 tied to approval of AP 5010 – NEED TO CHECK AND POSSIBLY BRING BACK 	
5.0	Sexual Harassment/Violence Issues and Responsibilities – Carolyn Keys	Report not presented	Carolyn will be schedule to present in Fall 2015.
6.0	Multiple Measures Presentation- Jim	<p>Jim presented the “Student Success Inventory” and the Ratings for AWE, AmLa Writing, AmLa Reading, DRP Reading, and Math.</p> <p><u>Discussion points:</u></p> <ul style="list-style-type: none"> • Point values differ between departments. For example, for students who work 1-19 hours get a +1 in AWE but the same student can get a +1 for working 15 to 20 hours for Math LERN. • Some questions are not being asked. • Questions 20 to 25 are tied to Hope Theory – they are not used for multiple measures but used to gather research data. • Use of the particular item and the point value was a department choice. • Multiple measures are applied differently. For AWE, if the rating is, for example, “67+” the AWE facilitator reads the multiple measures 	<p>The Council recommended the following to be reviewed in fall of 2015:</p> <ul style="list-style-type: none"> • review options for applying this to all students completing the survey; • review the process to automate the application of the results of the survey; • review the purpose of the additional Hope Theory questions; • review the research completed to date on placement and successful pass rates;



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		<p>questionnaire and the facilitator applies the points. The “+” is assigned by a reader and is represented as a borderline score to be moved up. It is only decided upon by the facilitator.</p> <ul style="list-style-type: none"> • The research on the multiple measures criteria was done when the AWE was developed about 20 years ago. • The manner in which the multiple measures are being applied right now are not as is commonly understood. We are not applying multiple measures upon initial placement. To do this requires a massive implementation. • For many years, the survey was not available online to students. It is available on the Assessment website, the results are housed in Assessment. The responses to the survey can be accessed to determine whether the student should be placed to the next level. • Counseling attempts to work with students and refer students to departments for further review and potential upgrade in their placement. 	<ul style="list-style-type: none"> • review the criteria and differences in point values between departments.
7.0	<u>Reports from Committees</u>		
a.	Student Equity -	No report	
b.	SSSP Advisory -	No report	



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c.	Basic Skills - Minutes April 23, 2015	<p>The following was reported:</p> <ul style="list-style-type: none"> • Purpose/Function/Membership: Michelle Dougherty will be the faculty co-chair. • The committee suggests changing the membership from omitting the professor from CTE and adding a professor “at large, noncredit” because CTE is no longer fundable through Basic Skills. Additionally, 70% of Basic Skills funding is derived from noncredit. 	The Council voted (10-1), approved the suggested changes, and will be forwarded to the Academic Senate Executive Board.
8.0	<u>Action Items:</u>		
a.	AP 5520 – Student Discipline – Audrey/ Carolyn	The Council reviewed and made suggested wording changes. Also, a discussion on the number of days (5 business days) for the student to submit exhibits and a witness list prior to the hearing and “no later than 30 business days” to commence the hearing.	Action: Carolyn/Audrey will revise the document to detail the procedures related to “immediate suspension” versus “short-term or long-term suspension” and bring back in the Fall for further review.
9.0	<u>Updates</u>		
a.	SSSP Plan Feedback - Jim Ocampo & Lucy De Leon		Tabled
b.	Student Equity Plan Feedback – Audrey/Carolyn		Tabled
10.0	<u>New Items</u>		
a.	Graduate Survey		Tabled
a.	2015-2016 Catalog Timeline - George Bradshaw	George distributed the timeline to the Council received the timeline	Informational



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11.0	Next meeting: 9/21/2015 <ul style="list-style-type: none">• SSSP Plan• Student Equity Plan	AP 5520 Multiple Measures SSSP Plan Updates Student Equity Plan Revisions	