

**Mt. San Antonio College**  
**Assessment and Matriculation (A&M) Committee Minutes**

October 26, 2022  
 2:30–4:15 pm  
 Online via Zoom

**Committee Members:**

X	George Bradshaw (Co-chair) (Assessment)	X	Dianne Rowley (LERN)	X	Jaime Rodriguez (RIE)
X	Jimmy Tamayo (Co-chair)(Math)	X	Michelle Dougherty (English)	X	Liza Becker (Associate Dean, Continuing Ed.)
X	Francisco Dorame (Dean, Counseling)	X	Jesse Lopez (Counseling)	X	Sarah Plesetz (Associate Dean, Tech & Health / Instruction Office)
X	Elizabeth Casian (AmLa)		Vacant (Counselor, Continuing Ed.)		Dana Johnson (ACCESS)
	Vacant (Associated Students)				

**Absent: Dana Johnson**

<u>ITEM</u>	<u>DISCUSSION</u>	<u>OUTCOME</u>
1. Approval of Minutes from 09.28.22 meeting	The minutes were reviewed and approved.	The meeting minutes were approved as written.
2. Approval of minutes from 10.12.22 meeting	The minutes were reviewed and approved.	The meeting minutes were approved as written. (No Quorum)
3. Set Assessment & Matriculation Committee Goals 2022-23	The committee discussed several goals for the 2022-23 year and also determined the link to college goal # for each specific goal. A final draft to be prepared for review by the SPEAC Committee.	The committee's DRAFT goals were finalized to be submitted to the SPEAC Committee for approval.
4. Accreditation Input from Assessment & Matriculation Committee - Email from Ali Frickert (George)	An email was sent to George and Jimmy from Ali Frickert requesting the A&M Committee participate with accreditation in key areas that reference assessment and matriculation. Jimmy will provide a shared document to all committee members to review and annotate the parts of the document that are relevant to their individual field.	Shared document to be sent to all A&M committee members for their input.

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<p>5. AB1705 Seymour Campbell Student Success Act of 2012 – Continued Discussion (Jimmy)</p>	<p>Jimmy attended the Curriculum &amp; Instruction meeting on 10-11-22. One of the bigger issues discussed at that meeting is how to deal with all of the Math 71 pre-requisites to courses on campus. Since we're no longer able to offer Math 71, a sub-group was created to try and come up with ideas on how to tackle that issue.</p> <p>In a discussion with Kelly Fowler (VP Instruction), one of the issues about just changing all of the pre-reqs or changing Math 71 to something else is that it could cause problems with programs that have a specific math requirement for certifications. Jimmy made a suggestion to put something on the search page that takes a student to the schedule of classes with information on what to do if they have Math 71 as a pre-req. Dianne Rowley is part of the work group that is working on drafting a document that addresses the problem and will get the draft to Jimmy as soon as possible.</p> <p>George also mentioned it is critical when they program MAP or DegreeWorks because in some cases if it calls out a specific course, it'll only award that degree if they've completed that specific course, such as Math 71. We could also program it with a substitute, then update the catalog.</p>	<p>The Committee will continue additional discussion at the next A&amp;M meeting.</p>
<p>6. Chancellor's Office: Assessment Advisory Committee Local Colleges ESL Assessment Training (George)</p>	<p>Liza advised this will be one of the major projects they will be working on because the Chancellor's office will be expecting them to submit the report for continuing the approval of our ESL Cap Test. They are listed on the Chancellor's office as an instrument, and it's a homegrown computer adaptive placement test. We will continuously need to renew.</p> <p>There was a hiatus with the Chancellor's office and the Assessment Committee but they've now regrouped and turned their attention to ESL and moving forward in terms of the instrument approvals. Some managers attended the training but we're not sure if this is applicable to noncredit so we're hoping to get information from the Chancellor's office about whether or not noncredit is expected to revalidate the test this year or if they are going to provide us with an extension. We will be requesting assistance from RIE to assist with the process of the validity, reliability, cultural bias, and the statistical data analysis portion.</p>	<p>Ongoing discussion topic to return at later meeting.</p>

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7. RIE Update (Jaime)	Jaime was able to attend one day of the two-day Local Colleges ESL Assessment Training and will be able to provide a lot of assistance to ESL with regard to the data analysis portion of the revalidation.	
8. Counseling Update (Francisco)	We have moved our DegreeWorks from a classic to responsive dashboard making it ADA compliant. Probation and dismissal will be reinstated this fall for students. This will be for all students regardless of continuing or first time. There will be different levels of probation which will require different action on the part of the student.	Francisco will try to showcase the new probation system to the A&M Committee at an upcoming meeting.
9. READ Update (Dianne)	No update.	
10. AMLA Update (Elizabeth)	There is a lot going on in AMLA right now. We recently changed the numbering to some of our courses and now that we have certificates, the new courses are showing up but not the old ones. We need to reconcile the old and the new course numbers to get equivalency in Banner. Secondly, we are working on information sessions for ESL students to improve advertising of the different certificates. There are however, a couple of problems with the certificates; we need Dianne to advise us how we should proceed because some of the courses are actually missing. I think it has to do with CMS.	
11. English Update (Michelle)	No update.	
12. School of Continuing Education Update (Liza)	We are doing a soft launch of our noncredit orientation with over 400-450 students in various programs. Now, the project just has to get streamlined	
13. Math Update (Jimmy)	We need to take down the AQ video and redo it still. Also, he spoke with Kelly (Fowler) and because of AB 1705, in the stem track we will probably no longer be able to offer 15, 16, 18A, and 18B because that could potentially add eight units to a student's pathway which is counter to what AB 1705 is. Chances are we might not be able to have any co-reqs on the stem track any longer. The scheduling committee is aware of the changes and is currently working on the fall schedules to not have those courses in play.	
14. Miscellaneous – Review of updated Purpose and Function Statement and	The DRAFT was reviewed and a final draft to be prepared for review by the SPEAC Committee.	

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Membership/Terms (George)		
General Discussion	<p>The following question was raised: Can you drop a student for not turning in any assignments and no participation, yet the student showed up for class? The student asked to not be dropped because he needed the class to be able to collect financial aid.</p> <p>Jesse explained that what he has verified with Financial Aid is if there is an official notation on the student's record, for instance a "W" or an official grade, then financially it reads as attempted, enrolled and completed course, that does not affect the amount of unit loads, and they'll still get the same disbursement. The problem is the "W's" eventually do weigh down on the student's progress. Students have to complete 67% of what they enroll in. If they withdraw from the class before getting the W, then they will be financially impacted for the term. If they withdraw after getting the W or letter grade, it shouldn't affect the financial aid with regard to their full-time status.</p> <p>George offered the following: We are obligated in terms of the attendance accounting manual, to clear our roles of "inactive participants". Once the student is there at census, faculty may drop them between 20 and 60 percent of the course as a faculty withdrawal. However, once 60 percent of the course passes, that functionality disappears from the faculty portal and you can no longer drop the student.</p>	

Next Official Meeting: November 9, 2022 from 2:30-4:15pm online via Zoom.