



Student Preparation, Equity and Achievement Council
Online via Zoom
September 20, 2021 – Minutes

Members [21]

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| ☒ Audrey Yamagata-Noji, Co-Chair | ☒ Lance Heard, Co-Chair | ☒ Sara Mestas | ☒ Briseida Ramirez-Catalan |
| ☒ Esteban Aguilar | ☐ Francisco Dorame | ☒ Michelle Nava | ☒ Lani Ruh |
| ☒ Madelyn Arballo | ☒ Eva Figueroa Morales | ☒ Donna Necke | ☒ Chisa Uyeki |
| ☒ David Beydler | ☒ Tammy Knott-Silva | ☒ Bruce Nixon | ☐ |
| ☐ George Bradshaw | ☒ John Kuchta | ☒ Patricia Quinones | ☐ |
| ☒ Monika Chavez | ☒ Mark Lowentrout | ☐ Student Representative | ☐ Student Representative |
| Student Representatives: | ☒ Martin Chau | | |

Guests:

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today's Agenda and Minutes: June 7, 2021	New members: Mark Lowentrout (Dean), Patricia Quiñones (Director, RIE), Eva Figueroa Morales (CSEA Rep), Esteban Aguilar, Martin Chau Sung Yat (Student Representative)	June 7 Minutes moved, seconded and approved by the Council. Accreditation Standard IV.A.7
2.0	Review SPEAC Purpose and Function; Council Goals and Accomplishments	Purpose and Function Statement changes recommended: • add Oxford commas to function #1 & #7 • updated membership Reviewed SPEAC goals and accomplishments for 2020-21. AP 4240 and AP 5055 are returning to the Council for review at this meeting and next meeting. New goals for the college being looked at PAC. Will work on goals at the next meeting. 2021-22 Goals and Accomplishments will be due to the President's Office by November 6 th .	This agenda item will be carried over to the next meeting. Accreditation Standard IV.A.2
	Action Items		
3.0	Committee Meeting Minutes for Review and Approval		
a.	Student Equity – May 24 minutes received for acceptance		May 24 minutes accepted by the Council.



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			Accreditation Standard IV.A.7
b.	Assessment and Matriculation – June 9 and Aug 25 minutes received for acceptance	David shared a survey asking department chairs of the noticeable effects of AB 705. Half of the faculty responded. The goal was to reach out further to communicate with those departments that wanted additional information. Additionally, the math department is going to be reaching out to those departments that are specifically housing CTE programs, to find out what their math needs are, which is especially important now that the Chancellor's Office and the Board of Governors are spotlighting student enrollment into pre-transfer-level math courses as a bad thing. So, if we're not allowed to enroll any students into those courses, then we would want to have those discussions early to find out how the math department will support the CTE programs. AB 1805 data template and submission survey – submitted over the summer; however, didn't get questions answered from the Chancellor's Office. Fall 2021 AQ survey – plan to administer on the 8th week Aug 25 minutes - worked over the summer on adding AMLA 1A to the AQ. Math department is working on adding a transfer-level course (College Algebra for Liberal Arts) to take the place of Intermediate Algebra if the college is required to enroll students in transfer-level math courses. Another new course, College Algebra for BSTEM, would allow students to take either Business Calculus or Calculus 1.	June 9th and Aug 25 minutes accepted by the Council. Accreditation Standard IV.A.7
c.	Retention and Persistence – May 25 received for acceptance	David shared that Koji Uesugi, Rigo Estrada, and Pauline Swartz gave a presentation on research around basic needs and how Mt. SAC is addressing those student needs. Discussion about resources for faculty about students. There is no centralized place to access the information.	May 25 minutes accepted by the Council Accreditation Standard IV.A.7
d.	Textbook and Materials – no minutes received for acceptance		



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4.0	AP 4240 Academic Renewal: review President's request for additional language (Audrey)	The subgroup working on this AP will reconvene and continue to work on this again. President Scroggins suggests to not only show how it works, but also the steps that the student could do to apply for an academic renewal. Chisa shared that we need to articulate the actual practices right now. Important for Lupita to be present in the review. Process wasn't too clear and revisions cleaned this up. President was concerned with actions after and would like it to be more directional. Sara shared the following how-to guides: https://www.mtsac.edu/gps/news/docs/AcademicRenewalEligibilityInfo.pdf Easy info on academic renewal: https://www.mtsac.edu/gps/news/docs/I_submitted_A_Petition_for_Academic_Renewal.pdf Moving forward, we will continue to look at APs for students to use as directional. Audrey says there are some places in our APs that refer to college catalog. We are trying to make it more specific. Members of subgroup: Chisa, Sara, George, Francisco, Lupita	Former subgroup will work on this AP and it will be forwarded to Academic Senate Accreditation Standard I.B.7 Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7
5.0	AP 5055 Enrollment Priorities: review President's request for additional modifications related to Dual Enrollment (George; Madelyn)	Made modifications on this AP last year, based on recommendations from Meghan Chen on OER. Currently a workgroup working on AP 5055. How can Dual Enrollment students who are earning Mt. SAC units have enrollment priorities? How do we count them? First-time college students? How do we set these rules? It is possible that a student could come with 20-30 units. Almost a semester/year of college, but because of the way the system works, they start over when coming to Mt. SAC with the lowest priority.	Accreditation Standard I.B.7 Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7
6.0	AB 705 Implementation and Planning Meeting – proposed joint meeting with Student Equity Committee, Assessment &	Reference agenda items 11.0 & 12.0 Audrey shared that we will be bringing this forward because it is a major issue that will impact the Assessment and Matriculation	Maridelle will send Council members the PPIC report (link is wrong on agenda)



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Matriculation Committee and Retention & Persistence Committee [see 11.0 and 12.0]	Committee, Student Equity Committee, and Retention and Persistence Committee. Bottom line: do we know how we are doing? We would like to have committees meet together (under the umbrella of SPEAC) and see if this is something we could work on collectively this year. David says that we will need to submit a plan to explain how we will fully implement AB 705 by Fall 2022. Aisha Lowe at BOG meeting Jan/July says fully implemented if we are not enrolling students in pre-transfer-level. Does the Chancellor's Office not want any community college to offer entry level math courses for those who (maybe) didn't get a high school diploma and would rather take a transfer-level course right off the bat? Audrey says that our prior placement procedures were, in essence, discriminatory in terms of who we left out. The fact is that all of the studies (including Mt. SAC) show that students placed at pre-transfer levels never completed the multiple levels. David says that a student without college-level courses would have to take one of the transfer level-course (Statistics, Intermediate Algebra, etc). Right now, Intermediate Algebra is the requirement for associate degrees. If we do not have Intermediate Algebra or below, the entry-level options would be Survey of College Math, Statistics, Finite Mathematics, College Algebra, and Trigonometry. After students take the Assessment Questionnaire, they have access to these entry-level options. Therefore, without pre-transfer level courses, they would have to take one of these options, which means we would have motivation to make major changes to the curriculum, such as creating the aforementioned College Algebra for Liberal Arts course. Those who have not had math in a long time may have self-selected LERN 48 & LERN 49. There may be noncredit classes that could help them with this. We are going to have to do a lot of	Accreditation Standard II.C.5 Accreditation Standard II.C.7 Accreditation Standard IV.A.5
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		thinking in terms of restructuring if we are not allowed to offer these pre-transfer-level courses anymore. The College will have to submit the process we will be using by December of this year. It will need to be fully reviewed and discussed for a number of reasons. If the student is not ready for that particular level, then from an equity lens it would be important to have this discussion. We will need to look at the research that is out there and look at our own data. Identify our work going forward.	
7.0	Recommendations for Adoption of Required Instructional Materials (Monika)	Monika shared the recommendations for Adoption of Required Instructional Materials. These guidelines are meant to have faculty consider these recommendations when adopting things. There are misunderstandings with the role of the bookstore and open educational resources. Came up with these recommendations to guide the faculty. OER, different formats, rental options, accessing used books, etc. Misunderstanding the bookstore's role in textbook adoption. According to the Higher Education Opportunity Act, all faculty are required to send their requests to the bookstore to be in compliance and receive our federal aid. Some faculty refuse to do this, which can hurt the students who use book vouchers that can only be used at the bookstore. This would be a good, foundational document that can be used as a resource for the faculty. Michelle asked if there is a specific list of what books they have available at the bookstore. Some faculty do not want to commit to the books that are available. Audrey shared that some of the programs are no longer using the vouchers; rather, they are giving their students the cash. This is because of bookstore practices such as the bookstore requiring students to return the books during the week of finals. Some students have complained about a packet of papers that they bought. Another complaint was about English books. So	Council moves, seconded, approve the Recommendations for Adoption of Required Instructional Materials. This will be forwarded to Academic Senate Exec. Accreditation Standard II.A.7 Accreditation Standard IV.A.5



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		many different books, and when students shift from one subject to another, it is completely different. Chisa shared that the good thing about the English books is that they tend to be less expensive. Chisa suggests that it would be beneficial to build the relationship with the bookstore, through the Textbook and Materials Committee. Michelle asked if there is a budget for course reserves. When she tells her students to not buy because it is available at the library, many times the course reserves are not available. Monika says that (currently) there is no budget for course reserves. Chisa says the way reserves works is that faculty have provided them. Sometimes the department will use their funds to do this. When textbooks are purchased, it is usually for topics that they want to cover. Have previously used Student Equity funds to purchase textbooks.	
8.0	Textbook and Instructional Materials Roadmap (Monika)	The roadmap is essentially saying what the different responsibilities of the different areas are, what faculty are expected to do when it comes to adopting textbooks, what the bookstore has committed to doing, and what the students have to do during this process.	Council moves, seconded, approve the Textbook and Instructional Materials Roadmap. This will be forwarded to Academic Senate Exec. Accreditation Standard II.A.7 Accreditation Standard IV.A.5
9.0	Proposal for a low-cost textbook schedule designation (Monika)	Monika shared that this is a recommendation to have a “low cost” instructional materials schedule designation. Last academic year, Associated Students voted that \$40 is good for low-cost textbooks. Bruce shared that some career programs will use more expensive textbooks. Departments may be concerned of not being student-centered. Monika said that maybe we can look into different copyright programs.	Council moves, seconded, approve the Proposal for low-cost textbook schedule designation. This will be forwarded to Academic Senate Exec. Accreditation Standard II.A.7 Accreditation Standard IV.A.5



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		Audrey said that is so helpful for our students. Textbooks are overwhelmingly expensive. This can cause students to try to go to class without a textbook for a long time. John shared that the only concern we could have is that students may choose a class based on the cost of the textbook. However, this may be the reality and it is better to be transparent about the costs.	
	Presentations/Informational Items		
10.0	COVID-19 Testing/Vaccination Policies Update (Audrey)		
11.0	PPIC report: "A New Era of Student Access at California's Community Colleges" — November 18 2020 PPIC Report on AB 705/Multiple Measures -- Interventions		
12.0	RP Group report: "Enrollment & Success in Transfer-Level English & Math for Special Populations" – July 2021		
13.0	Maximizing Math Throughput of Students Who Did Not Complete Algebra 2 in High School (David)		
14.0	Discuss 2021-22 SPEAC Agenda		
	Future Agenda Items		
	Administrative Procedure – Student preferred names (Fall 2021)		
	Next meeting dates: October 4, October 18, November 1, November 15, December 6, March 21, April 4, April 18, May 2, May 16, June 6		