

Mt. San Antonio College Retention and Persistence Committee - Agenda**Date: May 23, 2023****Attending:**

x	Katie Datko (Co-Chair)	x	Lesley Johnson				
	Ned Weidner (Co-Chair)		Jasmine McLeod				
x	Elizabeth Casian	x	Marcell Gilmore				
x	Julie Cortez		Jimmy Tamayo				
x	Gizelle Ponzillo	x	Michelle Dougherty			x	Jannet Ortiz (Recorder)

Regrets:

	Topic	Discussion	Outcome
1.	<ul style="list-style-type: none"> Welcome and Review Agenda Topics Review and Approve 5/09/23 meeting minutes 		The 5/9/23 meeting minutes were reviewed and approved.
2.	<ul style="list-style-type: none"> External Committee Updates: Relevant topics or items from related committees germane. 	<ul style="list-style-type: none"> Survey draft was shared at SPEAC. There we no suggestions or changes. SPEAC also discussed how inequitable the finals schedule is. The scheduling of finals is not equitable for students that take public transportation or have child care needs. 	
3.	<ul style="list-style-type: none"> Purpose & Function Review & Report 	<ul style="list-style-type: none"> Goals should be revisited next year for approval by the committee. KD will be creating a report to the senate with summary of what committee has worked on. KD reviewed list of accomplishments on R&P Goals Report. MG suggests making sure goals are measurable. 	KD will be sending R&P Goals Report and send it to SPEAC.

5.	<ul style="list-style-type: none"> • Drop Survey Discussion <ul style="list-style-type: none"> • Student Equity Committee • Feedback/Comments • Research Questions <ul style="list-style-type: none"> ▪ Select All VS Single Option ▪ Survey for each class students drop or 1 time for each student ▪ Survey individual class drops or complete withdrawal from all classes • Qualtrics examples • Plan to launch 	<ul style="list-style-type: none"> • Committee continued discussion on Drop Survey draft and delivery options for students that drop • Email may not provide the results and input that committee is looking for. Responses may be lower. • Committee will push for this survey to be prioritized as it can provide support for students when they decide to drop classes. • Students can be given the option to be contacted post survey. • Survey should be sent to students for every class they drop in case one class is being dropped due to instructor • How much of an 'impact'? What happens after we collect data? Is there an accountability piece? • Recommendations: <ul style="list-style-type: none"> • Every drop regardless of time in semester • Next step... Extend the collection -- Focus groups? • Formal request to IT & RIE • Funding for an incentive to complete? <ul style="list-style-type: none"> ▪ Donations? ▪ Where to secure? ▪ A Number & Name in drawing/email • Combine into 3 categories; Send out revised • Same criteria for all semesters – look to see trends • Spring 	<p>Next steps:</p> <ol style="list-style-type: none"> 1. Write up one-sheet to present to SPEAC 2. Develop proposal for IT. Include ideal means of collecting data. 3. Create project proposal for RIE. 4. Revise survey categories; RIE/MG clean-up of survey
<p>Issue Bin/Future Agenda: Drop Survey Process (cont.)</p> <ul style="list-style-type: none"> • Collaborations/Reviews with other Committees • Data Use • Campus-Wide Reporting • EC to present on ACUE in Fall 			