



**Student Preparation and Success Council**  
 Student Services Center, 9B – Ragan Room  
**April 15, 2019 – Minutes**

**Members [15]**

- |                                                                    |                                                         |                                                                                        |
|--------------------------------------------------------------------|---------------------------------------------------------|----------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji, Co-Chair | <input checked="" type="checkbox"/> Lina Soto, Co-Chair | <input type="checkbox"/> Ned Weidner                                                   |
| <input checked="" type="checkbox"/> George Bradshaw                | <input checked="" type="checkbox"/> Michelle Dougherty  | <input type="checkbox"/> Vacant Director of Assessment                                 |
| <input type="checkbox"/> Guadalupe De La Cruz                      | <input checked="" type="checkbox"/> LeAnn Garrett       | <input type="checkbox"/> Vacant faculty                                                |
| <input checked="" type="checkbox"/> Francisco Dorame               | <input checked="" type="checkbox"/> Matt Judd           | <input type="checkbox"/> Vacant faculty                                                |
| <b>Student Representatives:</b>                                    | <input type="checkbox"/> Mario “Gabriel” Alfaro         | <input type="checkbox"/> Student Representative:<br>Sebastian Garcia (newly appointed) |
|                                                                    | <input checked="" type="checkbox"/> Shadiyah Omar       |                                                                                        |
|                                                                    | <input checked="" type="checkbox"/> Enriqueta Leyva     |                                                                                        |
|                                                                    | <input checked="" type="checkbox"/> Bruce Nixon         |                                                                                        |
|                                                                    | <input checked="" type="checkbox"/> Chisa Uyeki         |                                                                                        |

Guests: SEQ Committee: Eric Lara, Elmer Rodriguez, Vanessa Garcia  
 RIE Team: John Barkman, Lisa Didonato, Maria Tsai,  
 SSSPAC: David Beydler

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today’s Agenda and Minutes from March 18, 2019	Attendance: 11/18	Minutes 3.18.19 approved with minor changes.  Accreditation Standard IV.A.7
2.0	<b>Committee Meeting Minutes for Review and Approval</b>		
a.	Basic Skills – March 14 minutes for approval		Minutes of 3.14.19 accepted.  Accreditation Standard IV.A.7
b.	Student Equity – November 26 minutes for approval		Eric Lara clarified quorum was not met on 11.26.18. “Information Only” have been noted on the minutes.  Accreditation Standard IV.A.7
c.	SSSPAC – March 13 and March 27 minutes for approval		Minutes of 3.13.19 and 3.27.19 accepted.



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			Accreditation Standard IV.A.7
3.0	<p>Presentation on Student Equity Data and Plan to Develop the Student Equity Plan (John/Lisa/Maria)</p>	<p>Student Equity Committee members joined the SP&amp;S Council meeting. Lisa DiDonato, Maria Tsai, John Barkman made a presentation on the data to be used for the Student Equity report.</p> <p>Concerns about using the term “gap ended” to “gap narrowed.” Greater concern is how the baseline count is established. Other issues related to the number in the count per group. Some data is not available in NOVA and we have to calculate ourselves. Comparison percentage forms the gap. Campus average is being used for the degrees and certificates. Data from NOVA is not as resourceful as it could/should be. Our challenge is to create the plan based on data that is insufficient and unreliable. Committee is interested in continuing to support areas in which there is improvement. Question about whether we should be using verified or unverified students’ identity in particular equity groups (Veterans, AB 540, foster youth, LGBTQ, disabled).</p> <p>HEAT MAP:          New Gap: White-applied/enrolled; Some other race and Foster youth-retained fall to spring; Disabled-completed transfer level math and English in first year; American Indian/Alaska Native males-Degree/certificate; American Indian/Alaska Native female-transfer to 4 year college.</p> <p>Note: Chancellor’s Office webinar stated that the 90-day extension is only to extend BOT approval (not for completion of the plan or Academic Senate sign off)</p>	<p>For the Student Equity Plan, RIE staff will clarify the specific equity groups shown on the “heat map” as being either a new gap, not better, or improving. The draft language of the Student Equity Plan will be based on these targets supplied for us by RIE.</p> <p>Writing Group from Student Equity and SP&amp;S:</p> <p>Eric          Lina          Eva          Bruce          George          Elmer          Matt          Audrey</p> <p>RIE: John and Lisa</p> <p>Draft to be presented at May 6 SP&amp;S Council meeting to then be forwarded to Academic Senate.</p> <p>Accreditation Standard I.B.6          Accreditation Standard II.A.7          Accreditation Standard IV.A.5</p>



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		Chisa would like to hear more from Student Equity Committee about the particular services/activities and whether they seem to be making an impact. Eric shared that there is an evaluation model that the St Eq Committee developed.	
4.0	Basic Skills Coordinating Committee – 2017-2019 budget recommendations (Michelle)	<p>Michelle presented a proposed 2018-19 carryover budget. They are NOT making recommendations for 2019-20 because their funding will be under the overall SEAP budget.</p> <p>Note: there are ongoing (permanent salaries) for 2019-20:          ABE Assistant Director          ESL Lab Technician          Tutorial Services Manager          MARC Technician          Clerical Support          Basic Skills Faculty Coordinator</p>	<p>Council voted unanimously to approve the 2018-19 BSI carryover budget</p> <p>Accreditation Standard IV.A.5          Accreditation Standard IV.A.7</p>
5.0	SSSPAC recommendations (David Beydler)	<ol style="list-style-type: none"> <li>1. Math Placement Specialists: unsure whether this should be approved through our governance process or simply worked out with faculty and departments involved. We will need to look at the selection process and the compensation level. A pending meeting is scheduled with math faculty, Matt Judd, and Audrey to review this issue. Presented for information</li> <li>2. Content for AQ Flow Chart and other informational “slides” regarding placement options to be embedded into the revised AQ</li> <li>3. Requirement to receive guidance information in the AQ: it is to be programmed so that the student can’t skip over it</li> <li>4. Self Guided Placement and the AQ: input not yet provided by the Counselors. The questions/responses are designed to be self-reflective and therefore not connected into any placement recommendations (course guidance). Concerns about the ability to utilize the responses to these reflective questions. Recommend</li> </ol>	<p>Math Placement Specialists: review by separate group for decision on implementation.</p> <p>Not recommended to implement self-reflective (guided self-placement) questions/responses at the current time and work to further develop them.</p> <p>Agreed to support the recommendation to only allow students who have completed CCC Apply and are continuously enrolled can take the AQ.</p>



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		<p>that for now we hold on the self-reflected questions related to Self Guided Placement.</p> <p>5. Taking the AQ: any student that is eligible to register for classes may take the AQ – including those who have holds. Presently any student with “Mt. SAC portal credentials” can take the AQ. Would like to change this to only allowing students who have gone through CCC Apply and are continuously enrolled.</p>	<p>Accreditation Standard II.C.5          Accreditation Standard II.C.7          Accreditation Standard IV.A.7</p>
6.0	BP/AP 5040 Records (George)– carried over from 12/3		
7.0	<b>Future Presentations/discussions</b>		
	Receive progress update related to current Student Equity Plan (Eric Lara) <i>confirmed for May 6</i>		
	BP/AP 5030 Fees (George & Francisco) – carried over from 12/3 <i>confirmed for May 6</i>		
	Develop a schedule for AP/BP review (Lina)		
	Review concerns in using OnBase – IT representative who oversees OnBase to attend a SP&S Council meeting to review how the system works		
	BP/AP 5400 Associated Students (A.S. requests to be put on hold until further notice)		
	BP/AP 5410 Associated Student Elections (A.S. requests to be put on hold until further notice)		
	BP 5140 Students with Disabilities (under review by Grace Hanson)		



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	AP 5520 Student Discipline Procedures (under review by Student Life)		
	Review Student Preparation & Success Council's Purpose and Function Statement & Goals and Progress Report		
	<b>Next meeting dates:</b> May 6, 2019		