



Student Preparation and Success Council
 Student Services Center, 9B – Ragan Room
 May 6, 2019 – Minutes

Members [15]

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

9/14 present

Guests: SEQ Committee: Eric Lara, Parisa Mahjoor, Vanessa Garcia, Elmer Rodriguez

RIE Team: John Barkman, Lisa DiDonato

SSSPAC: David Beydler

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today's Agenda and Minutes from April 15, 2019		April 15, 2019 minutes approved as presented
2.0	Committee Meeting Minutes for Review and Approval		
a.	Basic Skills – no minutes for approval		
b.	Student Equity – no minutes for approval		
c.	SSSPAC – April 10 and April 17 minutes for acceptance		Minutes for April 10 and 17 accepted
3.0	Review and approve Student Equity Plan draft	Council members and Student Equity Plan writing team members reviewed the draft submitted to the Council. The explanation was provided that the template we had received from the Chancellor's Office was not in the same format as the NOVA electronic submission tool from the Chancellor's Office. Thus the design of the	Council members, supported by the Student Equity Committee members associated with the writing of the plan, voted unanimously to approve



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		plan changed from entering the information by metric (goal), to entering the information by activity. Six activities were developed with a title followed by a description (2500 characters). The 6 activities are: Equity-focused student groups; onboarding; academic support centers and learning support interventions; completion; professional development; research. The plan will go next week to Academic Senate Exec. Feedback was provided to make responses to the 2 narrative questions fit the 2,500 character threshold: evaluation plan and integration with categorical programs.	the draft plan and forward it to the Academic Senate.
4.0	SSSPAC Recommendations for action	<p>The Council previewed the revised AQ.</p> <p>Check question: <i>In what year do you anticipate graduating from high school?</i> How does this impact continuing students who are now taking the AQ? There are other options, but should the question be re-worded?</p> <p>AP and IB courses are now attached to particular course options that students can click on.</p> <p>English and math videos were previewed.</p> <p>Suggestions for sharing the information with faculty and staff were presented—especially sharing the videos.</p> <p>Messaging about going live with the revised AQ will be sent out as campus announcements and through other communication channels.</p>	Approval of the contents of the advisory information for the revised AQ is moving forward based on prior review.
5.0	"EW" Grades – George Bradshaw	George reviewed the new state guidelines related to providing students with an "EW" grade. If approved, it does NOT count toward progress probation. Documentation is required. This has already	Agendize for the next SP&S Council meeting.



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		been implemented, but the AP needs to be revised and will be presented at the next SP&S Council meeting.	
	AP 5035 – Withholding of Student Records and Registration Privileges	George presented substantial changes to AP 5035 (strike-outs and amendments not shown). If students owe fees, registration privileges can be put on hold.	Presented for first reading. Marked up version will be sent prior to the next meeting.
6.0	Receive progress update related to current Student Equity Plan (Eric Lara)	Eric reviewed the process for reviewing activity/program outcomes and the budget allocation process, including the process for carry-over funds. Some Student Equity funds haven't been expended because there have been other funding sources available; some excess is based on unfilled positions.	Information only
7.0	BP/AP 5030 Fees (George & Francisco) – carried over from 12/3 <i>confirmed for May 6</i>	The issues focus on fees assessed for high school students.	Francisco will present the issues and recommendations at the next meeting.
8.0	BP/AP 5040 Records – carried over from 12/3		
9.0	Review Student Preparation & Success Council's Purpose and Function Statement & Goals and Progress Report	<p>Maridelle confirmed with the President's Office that no request for Council goals was sent out this year. It is assumed that no progress report is due.</p> <p>The Council also discussed the importance of having reporting committees represented on the Council (SSSPAC, Student Equity, non credit).</p>	Review of Purpose and Function Statement will be on the agenda for the next meeting – especially in light of the anticipated changes related to SEAP.
10.0	Future Presentations/discussions		
	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		



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	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)		
	AP 5520 Student Discipline Procedures (under review by Student Life)		
	Next meeting dates: May 20, 2019 & June 3, 2019		