

Mt. San Antonio College
Academic Mutual Agreement Council
Date: March 18, 2024 Approved: April 15, 2024

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	<i>Item</i>	<i>Outcome</i>
AGENDA ITEMS:		
1.	Agenda Check	<ul style="list-style-type: none"> District to facilitate this meeting.
2.	Review of March 4, 2024 Minutes	<ul style="list-style-type: none"> Held for next meeting.
3.	FERPA	<ul style="list-style-type: none"> This item will remain on the agenda for further discussion. Student Services will consult with legal to determine if a FERPA waiver is needed in order to provide a LOR to a student and see if there are guidelines or best practices about what to include in LOR to remain in compliance.
4.	Classes in Other Languages	<ul style="list-style-type: none"> SCE will move forward through processes to start courses in other languages in Winter or Spring 2025. Senate will request that the Classes in Other Languages workgroup will include co-chairs from noncredit and credit to continue important discussions about classes in other languages.
5.	Regulatory Changes: Pass/No Pass, EW	<ul style="list-style-type: none"> Dean Bradshaw was invited as a guest to present on changes to Pass/No Pass and EW (see attached presentation for reference). Mt. SAC will need to make a decision on how the "last day of instruction" will be defined for our campus. A&R is working with IT to come up with language that will be sent to students when they make the request to change to P/NP since it can potentially have implications on how classes are counted when they transfer, etc. These changes are already in effect but IT will need to make some changes in Banner in order to turn this functionality on so that it is available for students. For Spring, students will need to be notified. For Summer, this goal is for this functionality to be turned on by March 27, so that it will be in effect from the date students are registered. Continued discussions are needed so that language can be added to course syllabi. A suggestion was also made to add this to the general session at Flex Day in the Fall.
6.	8-week courses: due date for grades	<ul style="list-style-type: none"> Discussion about offering general education 6-week courses, similar to intercessions to allow for additional time for grading with 2 weeks in between and 1 week at the end. 6-week courses will be taken to department chairs for further discussion.

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AGENDA ITEMS:		
7.	Add Codes	<ul style="list-style-type: none"> • Discussion of a current challenge with Faculty not being able to add students to their distance learning course with the add code until the first day the class “meets” because, at that point, the students could have potentially missed a full week of instruction and engagement. • Add AP5075 to the next AMAC agenda for discussion.
8.	AP5011	<ul style="list-style-type: none"> • AP5011 has gone through several reviews and revisions since 2022 but has not been updated. Due to changes in regulations that will require immediate changes, it was mutually agreed that we go through two separate rounds of changes: <ol style="list-style-type: none"> 1. To get minimum changes to be in compliance with regulatory changes. 2. To make additional changes that Mt. SAC would like and in alignment with Vision 2030.



California Title 5 Pass/No Pass Grading, EW 55000, 55022, 55023, 55024, 55031, 55032, 55033, 58146, 58161, AND 58509

- Prior to the change, students were allowed up to a maximum of 30% of the course to change their grade mode. Additionally, there were campus limitations that allowed online changes though 19% of the course and forced in person or paper changes though 30% of the course.
- Students are now allowed to change their grade mode up until the last day of instruction for a course.
- Prior to the student processing the Standard Grade Mode or the P/NP request, the student to be able to read and agree to a statement that would be listed above the request. This would be similar the self-service function where students request and process a change of major.

Title 5 Standard Grade P/NP (In Progress)

- Creation of ability for students to update their grade mode from either Standard or Pass/No Pass in BANNER self-service to be accessible from registration date of the course until the last day of instruction for each credit course.
- Ability for students to access their student portal to update their grade mode after reading/agreeing to the provided disclaimer.
- Ability for the new functionality and dates to be available to students via Student Self Service as part of item #11 (Schedule Receipt).
- Ability to offer this service to students ASAP but no later than Summer 2024 registration. Currently targeted for March 27, 2024. This timeline would also turn this functionality on for Spring 2024 access.



California Title 5 Pass/No Pass Grading, EW 55000, 55022, 55023, 55024, 55031, 55032, 55033, 58146, 58161, AND 58509

California Title 5 has changed and now we are required to provide students the ability to take an “EW” mark on their record. While the “EW” has been in existence since FALL 2018, the following changes are new.

- Students are not required to submit any documentation in support of their request. Thus there is no need for the review by A&R of any supplemental documents.
- Students now have a set timeline in which they must request the EW. Before, there was no time limitation.
- The timeline for requesting the EW is between Census and the last day of instruction of the class.
- The campus is required to try and mitigate the student’s request for an “EW” by trying to provide support/services to the student to deter them from requesting the “EW.” However, depending on when the “EW” is being pursued and what the actual cause maybe, this will be difficult.

Title 5 Excused Withdrawal (In Progress)

- Creation of ability for students to request an “EW” in BANNER self-service to be accessible from census date of the course until the last day of instruction for each credit course.
- Students would be required to read/agree to the provided disclaimer prior to requesting and EW.
- Ability for the dates related to the EW to be available to students via Student Self Service as part of item #11 (Schedule Receipt).
- Ability to offer this service to students ASAP but no later than Summer 2024 registration. Currently targeted for March 27, 2024. This timeline would also turn this functionality on for Spring 2024 access.