

**Student Preparation and Success Council  
2009-2010 Year-End Accomplishments**

**Major Accomplishments**

- **AP 5012 – International Students:** A proposal to amend the AP to broaden acceptable test scores (beyond just TOEFL) and which clarifies admission of students who have completed coursework at a language institute that has formalized articulation with Mt. SAC. **Status: Approved by AMAC; placed into Administrative Procedures**
- **AP 4232 – Pass/No Pass Grading:** A proposal to amend the AP in order to provide clarification of the symbols “P”/NP” and correct the citation of 50022. **Status: Approved by AMAC; placed into Administrative Procedures**
- **Special Registration Consideration:** A proposal to establish a process to provide special registration consideration (not priority registration) to assist students in specific programs in having access to program classes was reviewed and approved by the Council. The Academic Senate reviewed and passed the proposal on March 4, 2010. **Status: Approved by AMAC**
- **Proposal to Use Assessment Instruments for Admitting International Students:** The Council reviewed the Assessment and Matriculation Committee’s recommendation that the following test be used to approve admission of International Students to Mt. SAC: TOEFL – minimum score of 450 (currently in use), or IELTS minimum score of 4.5 or Assessment of Written English (AWE) – placement at credit course level. The Academic Senate passed the recommendation April 1, 2010. **Status: Approved by AMAC**
- **Honors Program and Academic Honesty Policy:** The Council reviewed and approved the policy submitted by the faculty members of the Honors Advisory Board identifying steps the Honors Program will take if honors students are caught engaging in academic dishonesty. The Academic Senate reviewed and passed the policy on April 1, 2010. **Status: Approved by AMAC**
- **Adult Diploma Progress Proposed Policy:** The Council reviewed and approved a policy identifying stricter standards of conduct and academic expectations from the student in the Adult Diploma Program. The Academic Senate reviewed and passed the proposal on April 1, 2010. **Status: Approved by AMAC**
- **Grade Point Average Calculation Resolution:** The Council reviewed the resolution that states: “A Mt. San Antonio College “degree” total grade point average, and “all college” total grade point average of 2.0” and recommends that all transcripts provided by the College include a “degree total grade point average” calculated from the grades and unit values being applied towards the requirements of the degree and taken from accredited colleges, that all transcripts provided by the College include an “all college degree applicable grade point average” calculated from the grades and unit values in all graded degree applicable courses taken from accredited colleges, and these GPA calculations be implemented as part of the Degree Works implementation. The Academic Senate passed the resolution April 1, 2010. **Status: Approved by AMAC**
- **Grade Grievance Process:** The Council reviewed and approved a memo to all faculty that provided information and reminded them about the process. **Status: Memo was distributed and placed on the faculty portal**

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- **Proposal to Form a Multiple Measures Ad Hoc Committee:** The Council reviewed a proposal requesting to form an ad hoc committee to deal specifically with the issue of implementing multiple measures which will be used to assist with student course placement decisions. The Council recommended that each department develop criteria and process and host a retreat with multiple members from each department to review multiple measures. **Status: Assessment and Matriculation Committee hosted a retreat on March 5, 2010; Committee drafted a Multiple Measure questionnaire which was reviewed by the Council on June 7, 2010**
- **Catalog Rights & Continuous Enrollment Resolution:** The Council reviewed the resolution that proposed language for a new AP on Catalog Rights. **Status: Approved by AMAC**
- **New AP: Catalog Rights:** The Council reviewed and approved the proposed language. **Status: Approved by AMAC; placed into Administrative Procedures**
- **New BP on Classroom Visitors and Other Attendees:** The Council reviewed and approved proposed language. **Status: Approved by AMAC; going to Board of Trustees for approval**
- **New AP on Classroom Visitors and Other Attendees:** The Council reviewed and approved proposed language. **Status: Approved by AMAC; placed into Administrative Procedures**
- **Proposal for College Catalog for Classroom Visitors and Other Attendees:** The Council reviewed and approved the proposed language. **Status: Approved by AMAC**
- **Textbook Task Force Recommendations:** The Council reviewed and approved the following: 1) develop and adopt a college – wide textbook adoption policy, 2) Develop a process to increase the number of faculty who submit their book orders to the bookstore on time, 3) Encourage the use of free or low-cost open source digital textbooks and learning resources, 4) Provide an on-going educational program for faculty, 5) Promote and expand the use of library reserves, 6) Promote and support on-going efforts that are currently in place. **Status: Forwarded to Academic Senate for approval**
- **Counseling Intervention Plan:** The Council reviewed a handout identifying a model which counselors are intervening for various programs to improve the likelihood of academic success especially among those students who are experiencing or may experience difficulties and a proposed plan replicating the Bridge Model. **Status: The Counseling Department will re-submit a more detailed plan based on the Academic Senate Resolution next academic year**
- **Academic Integrity and Cheating Task Force:** The task force forwarded recommendations to the Associated Students for support and will forward the recommendations for the Council to review. **Status: Task Force created; recommendations are expected Fall 2010**
- **The 2009 to 2010 Mt. SAC Strategic Plan:** The Council reviewed the strategic plan prepared by the Institutional Effectiveness Committee on October 5, 2009. The content of this plan includes a section on the history of the College, a section on PIE and integrated planning, the College mission and goals, and the College's vision and core values and their relationship to the College mission. The committee requested that the Council submit strategic objectives for College Goals 6 and 12

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and to provide an update at the end of the academic year. **Status:** Council is researching and evaluating current campus efforts to address persistence and will be developing a strategic plan to connect students with campus resources and support services.

- **+/- Grading:** The Council recommended that this issue be forwarded to the Associated Students for support which voted against. **Status: Council agreed not to continue to discuss or forward a proposal on this issue**
- **Advanced Placement Credit:** The Council formed a task force to discuss and make recommendations on how best to assign AP credit in Banner. **Status: Task force created; proposal expected in Fall 2010.**

**Presentations/Seminars/Publications**

- **Title V Changes: Withdrawal (55024), Course Repetition (55040), Substandard Academic Work (55042) Updates:** The Council received and reviewed the following reports: 1) Revisions to the Regulations of Board of Governors of California Community Colleges, 2) Understanding Reports Banner, APs and Title 5, 3) California Community College Guidelines for Title 5 Regulations, Chapter 6, part 2, and Repetition and Withdrawal Examples .
- **Making the Grade: Retention Strategies for First year College Student Workshop and upcoming events:** The Council received information regarding upcoming events, web seminars, and workshops related to retention that is sponsored by a vendor call Innovator Educators.
- **Multiple Measure Process Survey:** The Council reviewed the write up after all departments were surveyed about what they wanted their multiple measures to be.
- **Success Rate of Multiple Measures for Assessment of Written English (AWE):** Three-Year Data: The Council reviewed this report prepared by Maria Tsai, Research Analyst, RIE. The background is from the academic year 2005-06 through academic year 2007-08, a total of 41,305 college applicants or students who participated in the AWE assessment.
- **Student Equity Plan:** The Student Equity Chairs presented a revised Student Equity plan. The plan was posted on the web.
- **Minors in the Classroom at Mt. SAC:** The members were informed about a workshop for faculty and staff that is designed to provide the latest information on the laws concerning minors and the consequences for failure to comply with the law.
- **Connecting With Every Student by Universal Design:** Grace Hanson presented the importance of connecting with every student by planning for universal design, steps in applying universal design of student services and instruction, a student's expectation, the universal design benefits for students, and why universal design is important.
- **Impact of New Math Requirements:** The Council reviewed a graduation historical analysis identifying the number of students who were awarded degrees from Summer 2005 – Winter 2010

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submitted by George Bradshaw. The Council recommended that George consult with the Research & Institutional Effectiveness department to assist him in further analysis next academic year.

- **Roadmap to Services for Mt. SAC Students:** The Council reviewed a roadmap identifying information from various areas that are counseling, tutoring, financial aid, and student preparation based, and various avenues through which student can learn about services through engagement, workshops, and by information.

**Pending Issues – Carry Over to 2010-11**

The following issues were recommended to be continued into the 2010-11 year.

Issue	Status
Academic Integrity and Cheating Task Force	The Task Force is expected to forward a report and recommendations to the Council in 2010-11. Assignment: Carolyn Keys
Discuss recommendations to increase the number of counselors and librarians (student support issue) per Academic Senate.	The Council held a favorable discussion regarding the need for additional counselors and librarians. Due to the economic outlook for the college, the issue was tabled for further discussion in the 2010-11 academic year. Assignment: Eric Kaljumagi
Orientation	A proposal will be submitted from Counseling, to create a 3-tier orientation/assessment/workshop. Assignment: Silver Calzada
Advanced Placement Credit	The task force will continue to discuss this issue and submit recommendations for review and approval next 2010-2011 academic year. Assignment: Eric Kaljumagi
Counseling Interventional Plan	The Counseling Department will re-submit a more detailed plan based on the Academic Senate Resolution next academic year. Assignment: Silver Calzada
College Goal #12: <i>The College will engage students in activities and programs designed to increase their term-to-term enrollment (i.e. persistence).</i> Strategic Plan	SP&S Council will research and evaluate current campus efforts to address persistence and will develop a strategic plan to connect students with campus resources and support services. Assignment: Audrey Yamagata-Noji and Eric Kaljumagi
Textbook Task Force Recommendations	The recommendations were forwarded Academic Senate for approval. The Council will work on a plan to implement the approved recommendations. Assignment: Tom Mauch