

**Student Preparation and Success Council
2012-2013 Year-End Accomplishments**

Major Accomplishments

- **Mt. SAC Student Success Overview Session:** The Council hosted a meeting on Friday, November 16, 2012. There were approximately 40 participants ranging from faculty, staff, and administrators who attended. The purpose of the Overview Session to reaffirm governance direction, continue communicating the plan across the campus, to clarify committees, groups, and or departments roles within the plan.
- **Mt. SAC Student Success Conference II:** The Council hosted a conference on Friday, May 10, 2013. There were 57 participants ranging from students, faculty, staff, and administrators who attended. The goals for the day was having a student panel, a presentation on: Student Support (Re)defined” given by the Dr. Diane Rodriguez-Kiino, The RP Group, review the to date progress on Mt. SAC’s Student Success Plan, discuss next steps for the Student Success Plan and the integration of the Plan with the Educational Master Plan, and review the state direction with the Student Success Act, Score Car, and other initiatives.
- **The Basic Skills Action and Budget Plan:** The Council reviewed and approved the 2012-13 action and budget plan. **Status: Pending approval by Academic Senate**
- **2013-14 Proposed Basic Skills Budget:** The following was reported: The committee members ranked proposals based on an established rubric. Out of 25 submissions, 4 were recommended not to be funded. 2013-14 requested funds: \$1,052,431, total recommended to be awarded is \$814,276. **Status: Approved by the Council and the pending approval by Academic Senate**
- **Counseling Intervention Plan:** Silver Calzada and Angel Lujan provided an update to a follow-up from an Academic Senate resolution 2009-04 regarding interventions for students from the new repeat policy. It was reported that a Math 51 Counseling Intervention Pilot was conducted during Spring 2012. **Status: Counseling Department will research additional interventions for students who have recorded one or more repeats including portal notices, pre-assessments, registration holds and will update the Council next academic year.**
- **Changes to the Drop Without a “W” Policy (and AP 4225 and AP 5075):** Audrey shared with the Council a document tracking the history of changes made to both AP’s by the Council, Academic Senate, AMAC, President’s Cabinet, and PAC. **Status: Informational**
- **Response to Academic Senate regarding AP 4225:** Audrey reported to the Council the written explanation she provided to the Academic Senate regarding why the college was no in agreement with the 30% withdrawal deadline – due to the loss of apportionment funding. **Status: Academic Senate accepted the explanation**
- **Academic Integrity and Cheating Taskforce Recommendations:** Carolyn Keys provided the following updated the Council: The task force was formed in 2010 to review the Chancellor’s Office opinions related to giving a student an “F” grade for cheating and the task force’s memo to Richard McGowan, Vice President, Academic Senate dated April 7, 2012. The memo concurs with the Ralph Black opinion. A document, “Academic Senate Integrity Task Force Analysis & Recommendations regarding Black/Bruckman April 7, 2012” contains a recommendation regarding

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the due process handling of cases by the office of Student Life. A subcommittee was formed to meet the Student Life to draft language for faculty syllabus, catalog, and review AP 4290. **Status: Recommendations were adopted by the Senate and by AMAC.**

- **Best Practices For Student Feedback Resolution 13-03**– This resolution was developed to have a task force work on best practices to provide feedback to students. **Status: Approved by the Council and Academic Senate**
- **AP 4228 – Course Repetition – Significant Lapse of Time:** The Council discussed the gap between what Banner does and Mt. SAC's policies. The College cannot have different policies and different settings determining which grade is to be counted towards a student's GPA. The Council reviewed three proposed revised versions of the AP 4228 and approved that the highest grade will be factored into the student's grade point average. **Status: Approved by the Council, Academic Senate, AMAC, and**
- **New AP 5142 – Students with Disabilities – Accessibility of Audiovisual Instructional Material: Captioning:** This AP is proposing that all audiovisual material must be captioned and departments and/or divisions must follow prescribed procedures prior to using audiovisual material. The Council reviewed and recommended that the AP come back to the Council with further clarification in March 2012. In April 2012, the Council reviewed and approved the new AP. However, the Academic Senate referred back to Council for legal citations and clarification on Section 508 stating "we much have the capability of captions; the question is whether we are requiring or advising the captions to turned on. The Council recommended that the captions should be turned on. **Status: Approved by the Council and Academic Senate**
- **AP 3450: Accessibility of Audiovisual Media-Captioning:** The Council discussed the following proposed language: "Videos must have captions to be used at the College for general campus viewing, including the college's general public website. All videos shown for general campus/community use must be shown with captions on." **Status: Approved by the governance process and in January 2013**
- **AP 4225 Course Repetition and Withdrawals:** The Council formed a subcommittee. The subcommittee presented proposed changes to the language. The Council came to a consensus and approved the recommended changes. The Council discussed aligning the AP with AP 5075: Course Adds and Drops deadline in Banner to be set to 20%. Corresponding changes will be made in the catalog. **Status: Changes were approved by the Academic Senate.**
- **AP 4235 – Credit by Exam Implementation Process:** The Council reviewed and approved the proposed process. The proposed process is to send a letter to the department chairs with attachments showing the exams, score levels, equivalent Mt. SAC courses, and applicability to G.E. to be in compliance with the AP. **Status: Forwarded to the Academic Senate**
- **AP 5055 – Enrollment Priorities:** The Council reviewed the AP based on the passage of recent legislation. "Enrollment priority for members of the military and recent veterans (SB 813) and current foster youth and emancipated foster youth (AB 194). **Status: Approved Council and then forwarded to P.C., PAC and to the Academic Senate.**

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- **AP 5075 – Course Adds and Drops:** The Council discussed concerns regarding this AP. The concerns are: whether the deadline to drop without a “W” is 30% or 20%, catalog language, and aligning the AP to AP 4225: Course Repetition and Withdrawals. The Council approved to change the deadline in both AP’s to 20%. **Status: not approved by the Academic Senate, forwarded to President’s Cabinet for review.**

- **AP 5140 – Students with Disabilities – General Academic Adjustments:** The revised AP proposed to remove sections: Equal Access to Printed Materials, Conversion of Material into Alternate Formats, Confidentiality and Security of Material, and Equal Access to Electronics and Information Technology. The language in the AP proposed to maintain or adjust: DSPS is primary provider, Annual DSPS Program Plan, Providing Academic Adjustments, Course Substitutions, Complaint/Grievance Process for Providing Equal Access (for students). The Council approved the proposed language in March 2012. **Status: Approved by Academic Senate, approved by AMAC, pending President’s and PAC approval.**

- **New AP 5141 – Student with Disabilities – Accessibility of Instructional Print Media:** The new AP defines alternate media as instructional materials, textbooks, college publications and/or library materials in formats accessible and usable by individuals with print disabilities. The Council reviewed and approved the new AP. **Status: approved by Academic Senate, approved by AMAC, pending President’s and PAC approval.**

- **AP 5520 – Student Discipline Procedures -** The Council reviewed and approved to change the 7-day timeline to 10 days for reporting incidences. **Status: Approved by the Council and forwarded to the Academic Senate for approval.**

- **New BP 3440 – Individuals with Disabilities:** The College is required to ensure that academic requirements and practices, facilities, electronic information technology, printed and audiovisual materials, and College services and activities are reasonably accessible to individuals with disabilities. Specifies role of DSPS and ADA/504 Compliance Officer. The Council reviewed and approved the new proposed BP. **Status: Approved by the Academic Senate, AMAC, and forward to President’s and PAC for approval.**

- **BP 5010 – Admissions:** The Council reviewed and approved the Community College League’s suggested revisions. **Status: Approved by the Council and forwarded to the Academic Senate for approval.**

- **BP 5140 – Student with Disabilities:** The BP focus is on students with disabilities as opposed to staff/public covered under General Institution. The changes made were to include references to “closed or open captioning” and “ADA/504 Compliance Officer.” The Council reviewed and approved the revised BP. **Status: Approved by the Academic Senate, AMAC, and forward to President’s and PAC for approval.**

Presentations/Seminars/Publications

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- **Overview of Proposed Changes to Title 5, Chapter 6, Subchapter 6, Matriculation (renamed Student Success and Support Program – 4/13/2013** was distributed to the Council as an informational item.
- **Draft for Stakeholder Review and Comment – 3/22/13** was distributed as an informational item.
- **Draft Proposed SB 1456 Student Success & Support Program Credit Funding Formula – 4/2/2013** was distributed to the Council as an informational item.
- **California Community Colleges – SB 1456 MIS Revision and New Allocation Formula Workgroup – Draft 4/2/2013** was distributed to the Council as an information item.
- **Renotice of Modifications to Text of Proposed Amendments to California code of Regulations, Title 5 regarding Student Success and Support Program by the Chancellor’s Office – May 16, 2013** was distributed to the Council as an informational item.
- **Proposed title 5 Change to Establish System-Level Enrollment Priorities (Section 58108) – September 10-11, 2012** was distributed and discussed by the Council.
- **Probation & Dismissal by Julie Perez-Garcia, Ph.D.** was distributed to the Council for review and discussion.
- **Proposed Performance Framework for the California Community colleges ARCC 2.0/Scorecard** was distributed to the Council as an informational item.
- **Graduate Survey Report: Classes 2008-2012:** Barbara McNeice Stallard, Maria Tsai, and Annel Medina presented the Mt. San Antonio College Graduate Survey Report – 2008 – 2012. Annel Medina presented the following highlights: 1) Demographic Characteristics of Survey Respondents, 2) Survey Respondents’ Experience at Mt. San Antonio College, 3) Survey Respondents’ Perception of Mt. San Antonio College, 4) Survey Respondents’ Open-Ended Responses and Recommendations. This survey was conducted to collect opinions from graduating student on their experience at Mt. SAC. It was reported that the total number of survey questionnaires collected for all classes (combined years) was 3,627.
- **Student Equity Flex Day Presentation:** Phil Maynard and Hilary Lackey presented the presentation they conducted at flex day held in August of 2012. The title of the presentation was called “The Time is Now: Modeling Equity”.
- **Misconduct & Grievance Report:** The Council reviewed the 2010 – 2011 report created by Student Life and Carolyn Keys, Dean of Student Services. The report focused on cases related to Misconduct, Discipline and Suspensions, Academic Dishonesty, and Non Academic Misconduct.
- **Basic Skills 2011-12 Detail Budget:** The budget was distributed as an informational item.
- **CSU Fullerton/Community College Meeting Highlights - Budget, Admissions, SB 1440:** An update was provided to the Council and the report was distributed as an informational item.

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- **Inside Higher Ed Article: “Two-year Colleges in California Move toward Rationing Student Access”:** The article discussed the many issues impacting students in CCCs today, including the provision of priority registration for incoming freshmen from feeder schools. This article from *Inside Higher Ed* was distributed to the Council as information only.
- **The Top 100 Associate Degrees Conferred Article by Diverse Magazine:** This article was shared and distributed as an informational item.
- **Higher 1 Facts and Questions:** This document was distributed to the Council as an informational item.

Pending Issues – Carry Over to 2012-13

The following issues were recommended to be continued into the 2012-13 year.

Issue	Status
Counseling Intervention Plan	An update to be provided on the automated online success workshop interface. Assignment: Alina and Tom
Academic Integrity and Cheating Task Force and AP 4290 – Academic Honesty	The task force is expected to be recreated Fall 2012 and submit an update to the Council. Assignment: Eric
Mt. SAC Student Success Plan	An update to be provided by the Academic Senate. Assignment: Eric
Captioning Task Force for prioritization of captioning	The task force is expected to be reconfigured Fall 2012, review captioning guidelines, and submit recommendations to the Council. Assignment: Eric
CCSSE: Engagement Analysis	Jason Vickers is to be invited to present a summary of the responses to the supplemental questions and the Council is to review the supplemental questions to be use in 2013. Assignment: Audrey
2011 CIRP Freshman Survey	The Council is expected to draft the supplemental questions by the end of the 2012 Fall semester in order to prepare for the next survey in 2013. Assignment: Audrey
AP 4225 – Course Repetition and Withdrawals AP 5075 – Course Adds and Drops	The proposed changed of aligning AP 4225 and AP 5075 was forward to the Academic Senate. An update will be provided. Assignment: Eric
AP 5055 – Enrollment Priorities	The Council agreed to defer until the College has further direction on the changes to Title 5. An update will be provided. Assignment: Audrey
AP 5010 – Admissions	The Council proposed to align this AP with the BP 5010. Dan and George will meet over the summer to work out the specific language. Assignment: George and Daniel
AP 5011 – Admissions and Concurrent Enrollment of High School and Other Young Students	The Council proposed to align this AP with the BP 5010. Dan and George will meet over the summer to work out the specific language. Assignment: George and Daniel