



Student Preparation and Success Council
 Student Services Center, 9B – Ragan Room
 November 7, 2016 – Minutes

Members

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|-----------------------------------|---------------------------|---------------|----------------------|
| ■ Audrey Yamagata-Noji (Co-Chair) | ■ Martin Ramey (Co-Chair) | ■ Tom Mauch | ■ Sandra Padilla |
| ■ Jeff Archibald | ■ LeAnn Garrett | ■ Bruce Nixon | ■ Ana Silvia Turcios |
| ■ George Bradshaw | ■ Luisa Howell | ■ Jim Ocampo | |
| ■ Sun Ezzell | ■ Matt Judd | | |

Student Representatives:
Guest(s):

- | | | |
|--------------------|--------------|-------------|
| ■ Corey Case | □ Maia Lopez | □ Jeff Feng |
| Michelle Dougherty | Eric Lara | |

Item	Agenda Topic	Discussion	Recommendations
1.0	Review Agenda for November 7, 2016 & Minutes from October 17, 2016	Correction to October 17, 2016 minutes: SSSPAC does not need “Advisory” since the A in SSSPAC stands for Advisory	Accept minutes with corrections as noted
2.0	Committee Reports		
a.	Student Equity	October 10, 2016 minutes were reviewed	Accepted
b.	SSSPAC		
c.	Basic Skills	October 13, 2016 minutes were reviewed	Accepted
3.0	Purpose and Function Statement from the Student Equity Committee	Eric Lara, the Associate Dean, Student Success and Equity presented recommendations from the Committee to clarify appointments and term lengths as well as adding a 5 th faculty member and inserting the equity programs appointments. Clarification is that the only changes were to update the names, that the membership was already approved previously in the spring of 2016. Bill Rawlings was concerned that the classified appointment was being shifted from CSEA to Classified Senate. The change was due to the fact that the Classified Senate President is required to sign off on the Student Equity Plan. Eric is recommended to be the co-chair.	Recommended that Audrey send a communication of clarification be sent to Bill Rawlings, representing CSEA to clarify the change to Classified Senate. Approved minor clarifications of Eric Lara as “ongoing” and removing “appointed by the Vice President, Student Services” for both managers and reinstatement of strike through language related to student representative.



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		<p>Corey pointed out that there should be a parenthetical to “Two managers (appointed by the Vice President, Student Services.” Additionally, Eric Lara’s appointment should read “ongoing”. This is not necessary as both are appointed by virtue of their positions. Corey also suggested changing #12 to “Student Representative (appointed by the Associated Students.”</p>	
4.0	New issues		
a.	BP 3930 - Children on Campus	<p>LeAnn Garrett raised this issue due to a situation in the library. Current BP 3930 does not allow children under 12 who are not enrolled to be left unattended. The question is whether children 12 or older are allowed to use the library without accompanied by an adult because librarians can be considered responsible adults?</p> <p>Marty shared a policy from Alan Hancock College.</p> <p>Several complications to changing this language as well as to continuing the language in BP 3930 were discussed. Should we not be accessible to young people wanting to use the library resources? The current language does not cover all scenarios like athletic events.</p>	<p>Ana Silvia and Sandra will meet with LeAnn to review BP 3930, the Hancock College policy, and the current issues and concerns and make recommendations back to the Council.</p>
b.	Longitudinal view of placements	No presentation available.	
c.	Basic Skills Progress Research Study	<p>Audrey shared that Research staff will be invited to a future meeting to present the findings of this recent study. Additionally, Research will be asked to present on the new ScoreCard.</p>	<p>RIE staff to be invited to one of the next two SP&S Council meetings to present the Basic Skills Research Study and ScoreCard.</p>
5.0	Updates		



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a.	Review of Purpose and Function Statement from Basic Skills Committee	<p>Michelle Dougherty attended the meeting to provide clarifications about the proposed changes to the Purpose and Function Statement. The changes were highlighted in yellow. One of the questions related to the title of “Faculty Coordinator, Learning Communities – (recommended by VP of SS and confirmed by Academic Senate).” Discussion focused on the intention to have a faculty member who coordinates learning communities efforts (Bridge, Pathways, or other). “Faculty representing learning communities (recommended by the Vice President, Student Services)” or “Counselor, representing learning communities (recommended by the Vice President, Student Services appointed by the Academic Senate).”</p> <p>Additional clarification: “Instructional Manager (Co-Chair)” should add “(appointed by the Vice President, Instruction)”</p>	<p>Michelle will submit (to PAC) the revised Purpose and Function statement (pending Academic Senate approval) to read: “Counselor, representing learning communities (recommended by the Vice President, Student Services appointed by the Academic Senate).”</p> <p>Additionally, “Instructional Manager (Co-Chair)” should add “(appointed by the Vice President, Instruction).”</p>
b.	Multiple Measures (MM) updates (Jim Ocampo)	<p>Jim reviewed that the way Mt. SAC has been using multiple measures is to bump students up to the next level. He presented the ratings applied to placement (point schedule) for English, reading, and math placement. The assigned points related to the selected item has been decided by individual departments. This should be further addressed, even though validation studies are not required.</p> <p>Success rates of students placed via multiple measures should be available in January 2017.</p> <p>Jim also shared a Summary Report of responses to the MM questions. The data shared was one year old.</p>	<p>The Council is recommending that a request to RIE be submitted related to the research needs of implementing Multiple Measures. Jim will draft the request related to the significance of current placements by multiple measures, and an analysis of the differentiation of points assigned to various questions/responses.</p> <p>Jim will return to the next meeting with more updated information and reports.</p>



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		<p>Corey pointed out that for item #2 – number of hours working – if it is 1-19 hours you get 1 point, so if you aren't working at all, you don't get the 1 point. If you are working over 19 hours, you also don't get the 1 point.</p> <p>The math department test scores are only good for 2 years, but the MM points are awarded based on whether the students passed with a "C" or higher and that it was completed within the past 3 years. This is for classes in Geometry, Algebra, Trigonometry, Precalculus.</p> <p>Eric suggested clarification on the bullets under #2 and #5 – the bullet points are for separate populations --- based on the students who report working and report having completed college units.</p> <p>Jim also shared the numbers of students who tested and completed the Student Success (MM) Inventory. Between March 2015 to March 2016, 11,987 students tested and 8,562 students completed the Student Success Inventory (71.4%).</p>	
c.	AP and BP's in the Student Services – ongoing review and updates	<p>Marty reviewed our process of approving APs and BPs. There are 3 policies/procedures that are not accurate; some of the policies/procedures in OnBase are not all accurate. Jim is to look at AP 5050 – related to SSSP and Matriculation – doesn't appear to be accurate. The other is AP 5030. AP 5011 (BP 5010) related to Dual Enrollment is being</p>	<p>Marty will give update on statutory comparisons at the next meeting. Marty asked Tom, George, and others to review the 5000 series and to share it back to the Council.</p>



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		reviewed according to George. BP/AP 5040 are in various stages of completion (per George).	
6.0	Information item		
a.	Integration and Alignment of SSSP, SEP and BSI	Council discussed the Chancellor’s Office communication of September 28, 2016 related to the “Integration and Alignment of SSSP, SEP, and BSI.” An integrated plan template is expected to be submitted for 2017-18.	Further updates will be shared and reviewed.
7.0	Set Agenda for next meeting, November 21	Basic Skills Research Study AP/BP Review of the 5000 series Multiple Measures update – Jim Ocampo Longitudinal view of placements – Jim Ocampo BP 3930 – Children on Campus New Student Orientation – Tom Mauch	
	Fall meeting dates remaining: November 21 and December 5	Meetings are held the 1 st and 3 rd Monday of the month 2:00 – 4:00 PM in the Ragan Room	