

**Mt. San Antonio College**  
**Assessment and Matriculation (A&M) Committee Minutes**

September 27, 2023  
 2:30–4:15 pm  
 Online via Zoom

**Committee Members:**

X	George Bradshaw (Co-chair) (Assessment)	X	Jesse Lopez	X	Lina Soto
X	Krysten DeWilde (Co-chair) (Math)	X	Marina McLaughlin	X	Jimmy Tamayo
X	Elizabeth Casian	X	Donna Necke		Student Representative (Vacant)
X	Michelle Dougherty	A	Jaime Rodriguez		
X	Katalin Gyurindak	X	Dianne Rowley		

**Absent: Jaime Rodriguez**

**Guest: Nico Martinez**

**Notes: Corina Reyna**

<u>ITEM</u>	<u>DISCUSSION</u>	<u>OUTCOME</u>
1. Approval of 09.13.23 Meeting Minutes	The draft meeting minutes were reviewed by the committee. Two minor spelling corrections were made; the minutes were approved as amended.	The 09.13.23 committee minutes were approved. There were three abstentions: Michelle Dougherty, Donna Necke and Lina Soto
2. Finalize DRAFT Committee Purpose & Function Statement and Committee Goals for 2023-24	The committee finalized the DRAFT Purpose & Function Statement and the Committee Goals for 2023-24 documents.  George encouraged the group to submit the name of a student who might be willing to serve on the Assessment & Matriculation committee as the student representative.	Both documents will be submitted to SPEAC for review and approval.
3. RIE Update (Jaime)	Jaime was not in attendance at the meeting therefore results from the AQ survey will be discussed at the next committee meeting. George emailed both Jaime and Patricia Quinones to let them know we are still hopeful of getting back on the regular cycle of	

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	conducting the AQ survey, typically somewhere between week 6 and 8 of the fall semester. He is awaiting their response.	
4. Counseling Update (Lina/Jesse)	<p>The Counseling Department is still waiting on whatever changes might happen with the AQ before making any changes in how they work with the students.</p> <p>Navigate is a new scheduling process for the Counseling Department. It is an app available for students to download and make appointments. It has other features as well.</p>	
5. READ Update (Dianne)	Regarding EAB, Dianne inquired whether there would be ways to support faculty to encourage them to let students know that they are concerned about the student's progress. Lina suggested that a group of faculty make recommendations to faculty instead of receiving guidance from staff members doing Navigate. Because the Faculty Advisory Board is in place and it is comprised of faculty from across campus, they can make those recommendations to Senate.	
6. AMLA Update (Elizabeth)	AMLA has seen an increase in enrollment. Possibly the biggest problem in AMLA is recruiting students or getting the word out about the classes that are available. The number one goal in the department is outreach.	
7. English Update (Michelle)	No update available.	
8. School of Continuing Education (SCE) (Kata/Donna/Marina)	<p>SCE is also beginning to implement Navigate with all of their counselors. Enrollment is increasing. Hopefully SCE will be back in their old building soon. That will help with retention of students, being back in a more welcoming environment.</p> <p>Donna was recently appointed to the ASCCC committee. It's a committee on assessment and they're going to be working with the Chancellor's office evaluating assessments statewide for all of the colleges.</p>	
9. Math Update (Krysten)	Krysten and Jimmy are still awaiting on approval of some proposed changes to Title 5 regarding a math requirement for	

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	<p>students. In anticipation of final approval, they will be meeting with IT to continue the process on the AQ 3.</p> <p>The math department was hoping to get data from the AQ survey conducted in the Spring and also from research. In the absence of that data, they conducted their own survey by distributing surveys to every single math student in an in-person class plus an online version for online students. They collected between 2,000 – 3,000 surveys and Krysten is in the process of entering all the data. The purpose of this survey was mainly to determine if students have been taking into account the recommendations from their AQ results, essentially using our corequisites the way they were intended to be used. The survey also asked about information on the students entering the classes such as what was their unweighted GPA in high school, what was the last math class they took, how long ago, etc.</p> <p>Krysten is hoping to complete the data entry and begin analyzing everything within the next couple of weeks to be able to provide an update to the committee by the next meeting.</p> <p>She also passed along a concern from some faculty and students about how students are having trouble understanding their AQ results particularly in math. In the case where several different classes listed, they all have different recommendations and the students think it's just a little too complicated for them to read through and understand exactly what the suggestion is.</p> <p>Jimmy, George, Krysten and Nico will discuss the topic further, looking at maybe some specific students to look at and or suggestions to bring back to the committee for further discussion on the subject.</p> <p>Jimmy noted the development of the AQ 3 is going to be more complicated than the previous version because it will be based on</p>	

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	<p>courses for each individual degree so for example, if a student picks business administration then the AQ will give them the math requirement for that degree. The only problem is if a student changes major after taking the AQ, they cannot go back and take the AQ again.</p> <p>Krysten asked if a website exists where a student who has changed their major could still determine what courses would be needed for a different major. Jesse said ASSIST is used by both Counselors and students. ASSIST has articulations for public schools using the Cal States and it will show them what the required classes are for the major, but not necessarily for the ADT. ASSIST is a little harder to read and as Elizabeth mentioned, there is no substitute for meeting with a counselor. Lina said counselors are trying to incorporate career earlier when meeting with students and offering major exploration workshops daily in the career center. This is being done to help students figure out what they want to do so they can get them on the right pathway and get their math done in the first year.</p>	
10. Miscellaneous	<p>Discussion resumed regarding the number of transfer units a student is allowed to take for English, since English 1A taken by AMLA students equals 4 units, not 3. Lina said a student can take a maximum of 60-70 transferable units. When a student completes the general education requirements it's about 34 units; Major preparation and/or electives cover the rest of the 60-70 units therefore a 4 unit English class is allowable.</p> <p>Lina asked if someone had the latest update with Cal-GETC available to send it to both she and Jesse for review. Elizabeth provided the update to them for their review. There was continued discussion on the subject because even though it looks as if the Cal-GETC form is giving parameters for the minimum units needed (11 courses at 3 units plus the 1 unit extra course = 34 units), it looks like it could go over 34 units. However, in looking</p>	

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	further into the form, it says the pathway shall not include more units than the intersegmental general education transfer curriculum. Lina suggested reaching out to Virginia May, ICAS Chair. Dianne will email her for clarification on the subject.	

Next Official Meeting: October 11, 2023 from 2:30-4:15pm online via Zoom.