



Student Preparation, Equity and Achievement Council
 Online via Zoom
 December 5, 2022 – Minutes

Members [22]

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|--|---|--|--|
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji, Co-Chair | <input checked="" type="checkbox"/> Sara Mestas, Co-Chair | <input checked="" type="checkbox"/> Michelle Nava | <input checked="" type="checkbox"/> Briseida Ramirez-Catalan |
| <input checked="" type="checkbox"/> Esteban Aguilar | <input checked="" type="checkbox"/> Francisco Dorame | <input type="checkbox"/> Donna Necke | <input type="checkbox"/> Lani Ruh |
| <input checked="" type="checkbox"/> Madelyn Arballo | <input type="checkbox"/> Michelle Dougherty | <input checked="" type="checkbox"/> Bruce Nixon | <input type="checkbox"/> Jimmy Tamayo |
| <input checked="" type="checkbox"/> George Bradshaw | <input type="checkbox"/> Kelly Fowler | <input checked="" type="checkbox"/> Cynthia Orozco | <input type="checkbox"/> Roger Willis |
| <input checked="" type="checkbox"/> Monika Chavez | <input type="checkbox"/> Eva Figueroa Morales | <input type="checkbox"/> | |
| <input type="checkbox"/> Heather Clifford | <input type="checkbox"/> Tammy Knott-Silva | <input type="checkbox"/> Mariah Moreno | <input checked="" type="checkbox"/> Dani Silva |
| Student Representatives: | <input checked="" type="checkbox"/> An Ha | | |

Guests: Patricia Quinones

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today's Agenda and Minutes: November 7th, 2022		No quorum. Minutes will be reviewed at the March 6 meeting. Accreditation Standard IV.A.7
2.0	Committee Meeting Minutes for Review and Approval		
a.	Student Equity – October 24 and November 14 minutes received for acceptance	The committee worked on the student equity plan at the October 24 meeting.	The Council has accepted October 24 and November 14 minutes by acclamation. Accreditation Standard IV.A.7
b.	Assessment and Matriculation – October 26 minutes received for acceptance	George shared that the Assessment and Matriculation committee finalized committee goals at the October 26 meeting.	The Council has accepted October 26 minutes by acclamation. Accreditation Standard IV.A.7
c.	Retention and Persistence – October 25 minutes received for acceptance	During the October 25 meeting, the committee reviewed data reports addressing the following:	The Council has accepted October 25 minutes by acclamation. Accreditation Standard IV.A.7



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		<p>Would it be possible to draft survey questions to ask students before they drop a class or immediately after? Can we also get some reasons why?</p> <p>The committee was able to see how other colleges do this. Something to focus on for spring is: What do we know of the students we drop?</p> <p>“College Student Leave College Without a Degree” There is a lot to this. There is a note in here about class scheduling processes. Would it be possible for classes to be grouped together? Brainstorming and whether people can come in and show to us. Do the students know how to do this?</p>	
d.	Textbook and Materials – no minutes received for acceptance		
3.0	Review Textbook and Materials Committee Purpose and Function Statement and 2022-23 Committee Goals and Progress Report	<p>Monika shared that the committee is still going over issues related to textbooks and materials and adoption.</p> <p>One thing changed: #4 function: add after Recommend “and advocate for resources and POD”</p> <p>Goals: Goals remain the same as previous year Will need to work on the survey</p>	<p>Agenda item carried over to March 6</p> <p>Accreditation Standard IV.A.2</p>
4.0	EW & Pass/No Pass update (George) The Impact of Excused Withdrawal	<p>Genesis of conversation was related to Title 5 statewide changes. There were questions related to implementation and the concern of the ambiguous nature of documentation.</p> <p>2 key things:</p> <ol style="list-style-type: none"> 1) potential refund related to EW. This would be a local campus decision. Asked Executive Management for the decision. Didn’t want to go to the committee, then backtrack if it wasn’t okay. No longer giving refunds. 2) Responsibility for how to try to mitigate the issue. What would the implementation look like? <p>Another issue: W and EW. If EW is given, then why even give an EW? The statewide body has asked the Chancellor’s office these questions.</p>	<p>AP 5075 and AP 4225 will be brought back in the Spring.</p> <p>Accreditation Standard I.B.7 Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7</p>



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P/NP – we (Mt. SAC) did different things in this regard. Originally, the campus decided that it could be done. At one point, it was done automatically, but there were technical issues with this. George has consulted with IT on the issue.

There are a handful of logistical challenges that we worked through. Had different interpretations based on the given term. The next question would be: when is the Chancellor going to let us know? They do know that statewide, there is a desire to get back sooner, rather than later.

Recommendation to have some sort of intervention utilized prior to drop. Before fixing the AP, we should know what the true definition is of the last day of instruction.

Bruce shared that the Student Equity Committee have bantered back and forth on the drops. Student Equity Committee would also like to see the college make headway on collecting this data.

Title V allowed 70%-75%; 65% obligated to get a grade
Bruce says that his students must report that last day of instruction. If not written somewhere, we must define it.

AP 5075 and AP 4225 doesn't indicate where the W starts.

AP 5075 does not state anything about 60% for withdraws. The AP does need updating, particularly because there is not any information about online classes. Similar information is in AP 4225. We only indicate after 20% but not the upper limit of final date.

Dani has concern about the process and follow-up of withdrawal. What would've helped students like Dani is the process that we have recently worked on, in this regard.

As we work through the AP, have a different group that works on what we should be doing. Having more resources and clarifications available. Our regular drop with W policy is 60% of the course, but can be 75%. Should we go with the maximum period or shorter duration? This is something that should be brought up when we come back in the Spring.



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		<p>Next Steps: Retention and Persistence can work on what we can ask students. In the Spring, they will review surveys that other colleges have done and what can be implemented here. Students were asked 2-3 questions before dropping a course.</p> <p>Bruce recommends having a subgroup with Student Equity.</p>	
	5-minute break		
	**Added: A.S. Resolution on Sexual Harassment Prevention	<p>An shared with the Council the A.S. Resolution on Sexual Harassment Prevention.</p> <p>Many students have shared different experiences</p> <p>This resolution was presented to the Board.</p> <p>An would like to know what the next steps would be.</p> <p>Francisco shared that we do have information related to this in the orientation for our new students. What this resolution specifies is much more than what is available.</p> <p>Our APs have everything covered, but the students have brought forward actual incidents that were not taken seriously. A subcommittee should take place to be implemented. Need better training for everyone, better awareness. Francisco will work with An to update the orientation.</p> <p>Student authors of this resolution have been meeting with Police and Campus safety to work on next steps, but An wanted insight from SPEAC and how to work on this moving forward.</p> <p>Bruce, Briseda and Francisco will work with An on this.</p>	<p>Will be brought back in the Spring.</p> <p>Accreditation Standard I.B.7 Accreditation Standard I.C.1 Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7</p>
5.0	Student Parent Survey presentation (An Ha)	<p>The Student Parent Survey Data Report was organized by An Ha.</p> <p>The survey went out to the campus for 2 weeks.</p> <p>Demographic: parents with children under the age of 18.</p> <p>Focusing on this population</p> <p>Received 509 recorded responses.</p> <p>246 of these were participants who completed the entire survey.</p> <p>Student Parent Study Space and Recommendations</p> <p>Not sure how long it's going to take to implement</p> <p>What to do after this?</p>	<p>Will be brought back in the Spring.</p> <p>Accreditation Standard I.B.6 Accreditation Standard II.A.7 Accreditation Standard IV.A.5</p>



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		Could be a Retention and Persistence issue and could also be a Student Equity issue, as far as the shared governance process. Have talked over the years that we have implemented different things.	
6.0	Review data the impact of the pandemic on equity issues, student enrollment and student learning, student retention and student success. (Patty Quinones)	Evening Student Analysis Evening students are those 628 (24%) Enrolled in Fall 2021 Patty says that this will be shared campuswide	Accreditation Standard I.B.6 Accreditation Standard II.A.7 Accreditation Standard IV.A.5
7.0	Student Equity Plan 2022-25 update	The Student Equity Plan was submitted before the November 30 deadline.	Accreditation Standard I.B.6 Accreditation Standard II.A.7 Accreditation Standard IV.A.5
	Future Agenda Items	Continue discussions on impact of pandemic, Parent Survey	
		This is Audrey's last meeting. Bruce shared how much we loved working with Audrey. She will be missed.	
	Next meeting dates: March 6, March 20, April 3, April 17, May 1, May 15, June 5		