



Student Preparation, Equity and Achievement Council

Online via Zoom

March 20, 2023 – Minutes

Members [23]

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|--|---|--|--|
| <input checked="" type="checkbox"/> Francisco Dorame, Interim 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"/> Katie Datko | <input type="checkbox"/> Donna Necke | <input type="checkbox"/> Lani Ruh |
| <input checked="" type="checkbox"/> Madelyn Arballo | <input checked="" 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 checked="" type="checkbox"/> Mariah Moreno | <input checked="" type="checkbox"/> Dani Silva |
| Student Representatives: | <input checked="" type="checkbox"/> An Ha | | |

Guests:

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today's Agenda and Minutes: November 7th, 2022 & December 5th, 2022	Spring introductions: Francisco is sitting in as a co-chair during the search of the new VPSS. Katie Datko is the new co-chair of Retention and Persistence; however, her membership may tip faculty balance. Sara will check. Minor grammatical changes were made to November 7 and December 5 minutes.	November 7 minutes moved, seconded, and approved by the Council. Accreditation Standard IV.A.7
2.0	Committee Meeting Minutes for Review and Approval		
a.	Student Equity – November 28 minutes received for acceptance	Bruce shared that at the November 28 meeting, he reported back to the committee the work that was done by SPEAC on the Student Equity Plan. They also focused on spring planning.	November 28 minutes accepted by the Council. Accreditation Standard IV.A.7
b.	Assessment and Matriculation – November 9 and February 22 minutes received for acceptance		November 9 and February 22 minutes accepted by the Council. Accreditation Standard IV.A.7
c.	Retention and Persistence –October 25 minutes received for acceptance		October 25 minutes accepted by the Council. Accreditation Standard IV.A.7



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d.	Textbook and Materials – October 20 , November 3 & November 17 minutes received for acceptance	<p>Monika summarized the 3 sets of minutes. During these meetings, they were working on adding the low cost/no cost icon on the schedule, which is now up and running. Students can filter the schedule of classes, search for low-cost materials and collaborated with Associated Students. They voted on \$40 being the low cost threshold. Worked on FAQs on the different questions that people may have. Worked on Purpose and Function statement and Goals.</p>	<p>October 20, November 3 & November 17 minutes accepted by the Council.</p> <p>Accreditation Standard IV.A.7</p>
3.0	Review Textbook and Materials Committee Purpose and Function Statement and 2022-23 Committee Goals and Progress Report	<p>Monika shared that the TIMC goals remained the same as last year.</p> <p>Purpose and Function Statement:</p> <p>4. Keep up on current trends and scholarship in OER adoption, textbook and instructional materials, affordability, availability, format, accessibility, and copyright compliance. Recommend and advocate for resources and POD-training to educate faculty and staff on ways to effectively implement and address related issues.</p> <p>Membership: Monika shared that next year, many faculty will be rolling off. Unless the meeting time changes, Monika will be the only faculty member on the committee.</p> <p>Monika will update the terms for each appointment and send back to Maridelle. She will also reach out to Roger about faculty appointments. May need to look at the vacant EOPS, CARE, CalWORKs appointments. The committee has not been able to fill it since 2021. It may need to change to a regular faculty.</p>	<p>Council moved, seconded, and approved TIMC Purpose and Function statement and Committee Goals & Progress Report. Monika will make minor changes and send them to Maridelle. Both documents will be forwarded to Academic Senate,</p> <p>Accreditation Standard IV.A.2</p>
4.0	AP 4225 Course Repetition and Withdrawals & AP 5075 Course Adds and Drops – (Francisco and George)	<p>Francisco shared that AP 4225 was looked at in the Spring of 2022 and submitted through the governance process. AP 4225 was approved at SPEAC and then Academic Senate. It stopped at AMAC in June 2022.</p> <p>There was language added to AP 4225 on grade alleviation. Grade alleviation would allow for a student's bad mark not to be included in the calculation of the GPA.</p>	<p>George will lead a task group on updating AP 5075. Workgroup members will include Phil Wolf, Bruce Nixon, An, Dani, Sara, Manuel Cerda(Financial Aid rep)</p> <p>Accreditation Standard I.B.7</p>



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		<p>Grade alleviation will not necessarily remove the grade, but it will remove it from the calculation. This allows students to weigh GPAs as they go into the admissions process.</p> <p>The form for grade alleviation has not been created. A workgroup will be formed to create the form.</p> <p>Since AP 4225 stalled last Spring, the implementation and creating of a form has not happened.</p> <p>Maridelle will reach out to Council members to collect volunteers who would like to be on the workgroup.</p> <p>Individuals who will be in the workgroup will be those who have participated in grade alleviation (Lupita, George, Francisco, Sara, Bernie).</p> <p>AP 5075 – Whether it should be 60% of the semester or 75% (Title V language)</p>	<p>Accreditation Standard I.C.5 Accreditation Standard I.C.8 Accreditation Standard I.C.10 Accreditation Standard IV.A.7</p>
5.0	<p>Title 5 Emergency Withdrawal and Pass/No Pass memo Proposed Revisions to Title 5 Excused Withdrawal and Pass-No Pass Grading Option Regulation</p>	<p>Workgroups for AP 4225 and AP 5075 will review and reference these documents. APs should align with updated revisions to the Title 5 language on EW and Pass/No Pass grading option.</p> <p>Chancellor’s office is supposed to be providing guidelines and additional feedback.</p> <p>Those serving on other committees should also review with other committee members.</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>
	5-minute break		
6.0	<p>AB 2881 – Need workgroup to work on the following:</p> <ul style="list-style-type: none"> • Develop website by 2.1.23 for Student Parents • AP 5055 Enrollment Priorities - Priority Registration for Student Parents • Resources available for Student Parents 	<p>AB 2881 is new legislation that indicates 3 major components that the College needs to meet:</p> <ul style="list-style-type: none"> • a website by 2/1/23 for student parents, giving them information about their resources • priority registration for student parents\ • and resources available for student parents. <p>Need to work on gathering this information.</p> <p>Looking to establish a workgroup that can help gather resources, address priority registration and develop a webpage.</p> <p>AP 5055 need to be pulled into OnBase queue, then updated.</p>	<p>Maridelle will reach out to Council members to collect volunteers who would like to be on the workgroup.</p> <p>Recommendations for workgroup: Chan, Emily, Julie, Ana Silvia, Alana, Christine</p> <p>Accreditation Standard I.B.6 Accreditation Standard II.A.7 Accreditation Standard IV.A.5</p>



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7.0	AP/BP issues with process (Sara)	Several different circles where we work on AP/BPs, then they get stuck somewhere. Need to collaborate and come with a better process, campuswide. This has become an accreditation issue. Sara has delivered this message along the chain of governance.	
8.0	5000 Series review	Sara has started a working document that is tracking all of the AP/BPs in the 5000 series. The Council will continue working on the AP/BP 5000 series for the remainder of the semester.	Accreditation Standard IV.A.2 Accreditation Standard IV.A.5 Accreditation Standard IV.A.7
9.0	A.S .Resolution 42223 on Sexual harassment Prevention update (An Ha and Dani Silva)		
	Future Agenda Items		
	Course Withdrawal Intervention (need to incorporate Title V language)		
	Next meeting dates: April 3, April 17, May 1, May 15, June 5		

DRAFT