Student Preparation and Success Council
Student Services Center, 9B – Ragan Room
May 7, 2018 – Minutes

Members

☒ Audrey Yamagata-Noji, Co-Chair	☒ Lina Soto, Co-Chair		
☒ George Bradshaw	☒ Tom Mauch	☒ John Pellitteri	☐ Ned Weidner
☒ LeAnn Garrett	☒ Bruce Nixon	☐ Martin Ramey	☐
☐ Matt Judd	☒ Jim Ocampo	☐ Ana Silvia Turcios	☐

Student Representatives: ☒ Brian Moon   ☒ Chris Cruz   ☒ Daniel Garcia

Guests: Andrea Sims; Giovanni Rodriguez

Item No.	Agenda Item	Discussion	Outcome
1.0	Review Today's Agenda and Minutes from April 16, 2018	Change 5.0 "students are assigned a unique Mt. SAC identification number" [remove "randomly"]	Amend minutes; approved
2.0	Committee Meeting Minutes for Review and Approval		
a.	Basic Skills – *April 12 minutes for approval*		Accepted
b.	Student Equity – *no minutes received to date*		
c.	SSSPAC – *no minutes since October 25*	Another recorder has been assigned to bring their minutes up to date. Most of their discussions have centered on multiple measures.	
3.0	AP 2105 Election of Student Member – Council to review/approve revision per Student Life (Isaac)	AP 2105 Election of Student Member says that "the student member to take office on June 1." The "taking office" versus "commencing" are confusing. Ed Code 72023,5(a)(2) *the term of the student members shall be one year commencing on June 1 of each year*. Our BP 2015 says "term of office shall be one year commencing July 1." Current practice is July 1.	APPROVED: Amend BP 2015 Student Member to "The term of office shall be one year commencing **June 1.**" Amend AP 2015: "**9. Be invited to participate in Commencement as the outgoing Student Trustee**."

		Intent for student trustee to be sworn in and seated at the Board meeting closest to but not prior to June 1. Add to AP 2015: "Be invited to participate in Commencement as the outgoing Student Trustee." Amend AP 2015: clarify "open" meetings	Amend AP 2015: "2. Attend all **open** meetings of the Board of Trustees." VPSS office (Maridelle) will make changes to OnBase and forward to PAC.
4.0	AP 5050 Matriculation/Student Success and Support Program– Jim to present to Council for review ****see BP/AP 5000 series below*	AP 5050 as presented today was completed on June 9, 2015 but never went forward. (unsure of whether it went forward to the Academic Senate; for sure it did not go forward to PAC). There are now additional changes to AP 5050: • "SSSP services include, but are not limited to all of the following: **Providing** assessment [remove 'instruments' and remove 'tests' to determine … **When students are advised to take a placement test**, the College shall not …" • A second change to remove "tests" and simply say "complete assessment to determine"	Additional changes to AP 5050 were approved to be added to AP 5050 moving forward for approval. "SSSP services include, but are not limited to all of the following: **Providing** assessment [remove 'instruments' and remove 'tests' to determine … **When students are advised to take a placement test**, the College shall not …" Remove "tests" to read "complete assessment to determine VPSS Office (Maridelle) will make changes in OnBase and forward changes to Academic Senate as an academic/professional matter.

| 5.0 | 2016 CIRP Results – Bruce Nixon to present survey results on behalf of the Research and Institutional Effectiveness Department | Bruce presented the summary of the 2016 CIRP Results.
• Majority of incoming students are Latino
• Consistent with past 9 surveyed years, about 1/3 of incoming students come from low income family
• Trends are increasing related to students' perceived "academic ability' (since 2002)
• Business and health professions are most popular majors – but the majors in the survey don't align to our majors
• Transfer is a high goal – planning to transfer 35.4% and getting associate degree and transferring 34% | Recommendations:
• further clarify students' needs for financial support ("As I start college, the greatest challenge I expect to face is …" – Financial Aid is not listed)
• further review why students declined by over 17% in believing they will need counseling and educational advisement at Mt. SAC to reach goal yet for 43% state their greatest challenge is "knowing which classes to take")
• further review of how to communicate with students (37.6% personal email; 33.3% directly call me or text me to my personal cell phone)
• further review technology needs: 40% do not have access to a printer at home; 33% do not have access to a computer at home

Council recommends that the CIRP be agendized for 2018-19:
• review institutional questions |

			• review dissemination of CIRP and other survey • review institutional questions and propose new ones • review and recommend how we will conduct CIRP since we now have the online AQ
6.0	AP 5000 status update **5013**: Military Personnel—George/Bursar—is this the final version? Did it go to PAC/Board? **5020**: Non-Resident Tuition—Is this the final version? Did it go to PAC/Board? (Maridelle) **5043**: Use of SSNs – need to update revision from 4/16 meeting: "Students _**are randomly assigned a unique**_ Mt. SAC identification number…" – no movement **5050**: SSSP (Jim) – determine status as to why the posted version doesn't reflect the current, approved version. **5055**: Enrollment Priorities – Marty to check whether the April 2015 version is what is posted online **5071**: Student Leave of Absence -- was approved 9/2016 -- why was this never deleted? (Maridelle) **5075**: Course Adds/Drops – what is status? (Maridelle) **5110:** Counseling – (Tom) – follow up on status; what is the statute related to "12 years of age or older"?	Maridelle reported that many of the APs never went forward and were either not approved or not posted to the website. At the next meeting, we will review the APs that need to be amended and review the list of "outstanding outcomes" (unknown).	

	5130: Financial Aid – on PAC agenda for 5/9/18 – it was passed out of SP&S spring of 2017 – what is the status? (Maridelle)		
7.0	Accreditation Reporting (email)	Council members review the email from Kristina Allende requesting that we place "(IIC)" at the end of any action/outcomes that relate to accreditation standard "IIC. Student Support Services – Regularly evaluates the quality of student support services."	
8.0	**Future Presentations/discussions**		
	BP 3430 – Prohibition of Harassment; AP 3435 – Discrimination and Harassment Investigations – (Pending revisions from HR)	BP 3540 was passed and sent forward to PAC. It was pulled from the PAC agenda by the Faculty Association. To date, it has not been approved.	Audrey to follow up with HR and the SMART regarding the status of BP 3430 and AP 3435
	AP/BP 5400, 5410 & 5420 – Return to Council for review (pending Isaac Rodriguez Lupercio)	AP 5400 and BP 5400; AP 5410 and BP 5410 were all approved at the last meeting and are to be forwarded to PAC. Dan reported that he presented these revisions to the Senate and that Andi was present at the meeting. The Council passed these out but the changes still need to be posted to OnBase. Dan will review these changes with Andi in Student Life for consensus before moving forward. Nothing has been input into OnBase yet.	AP 5420 Associated Students Finances will be agendized for the next meeting
	2017-18 Year-End Review of Council	Lina would like to discuss formalizing reports from Basic Skills and Student Equity committees (Jim has represented SSSPAC) and perhaps amending the council membership.	
	May 21 and June 4 Agenda	Review SP&S Council goals for 2017-18	

		Multiple Measures Assessment Questionnaire demonstration and AQ results to date Guided Pathways review (Audrey's PPT) Develop agenda for SP&S for 2018-19	
	Next meeting dates: May 21, 2018; June 4, 2018		