

Mt. San Antonio College
Student Success and Support Program Advisory Committee Minutes

April 25, 2018 from 2:30–4:15 pm
 Location: 9B - 1st Floor Conference Room

Committee Members:

Jim Ocampo, (co-chair)	Margie Whalen	Angel Lujan	Dianne Rowley
Evelyn Hill-Enrique (co-chair, minutes)	David Beydler	Tom Mauch	Naomi Avila
		Maria Tsai	Kristina Allende, Guest

<u>ITEM</u>	<u>DISCUSSION</u>	<u>OUTCOME</u>
1. Accreditation Process	<p>Kristina Allende, Faculty Accreditation Coordinator, presented information on the accreditation process. As a way to ensure we have the evidence when we need it, there is a new process to try out the remainder of this semester through June: We’re asked to look for evidence of IIC: <u>evaluating placement instruments for effectiveness and to minimize bias</u>. We are to make a notation in our minutes in the “Outcomes” column when we discuss these topics.</p>	<p>All members of the committee are asked to pay close attention to our discussions during the course of our meetings through June to add a red flag to the Outcomes column of our minutes. The accreditation folks will see our IIC flags and include those items in their reports.</p>
2. Assessment Questionnaire	<p>J Ocampo asked if anyone has anything to report about what they might have heard about the AQ. It was reported that some students are asking if they should finish the course they are in or drop since they have been placed higher. It was discussed if we should have a script for faculty to tell students when they ask. Some ideas were discussed. David reported that Math will be more formal in the Fall and will be working with Research to devise placement evaluation questions to ask students in the Fall. Maria Tsai said we need methods to collect info from students but not in a paper format. The Math dean is devising a message to math faculty that their faculty evaluations will not reflect on</p>	<p>Members are to inform the Chair of their department and/or Division offices about the use of both forms “Request for Section Transfer” and “Late Request to Add” forms for students moving from a non co-req course to a co-req course per G Bradshaw.</p>

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	<p>their teaching evaluations – Faculty should hold the line on course standards and objectives. Don't be afraid to pass students who meet the standard or fail students who don't meet it. Focus on capacity not deficit. Low stakes first few assignments while students get their bearings. Some students in Math and AMLA are feeling like lower level classes that offer students support at their level are being taken away. Remember, Dianne Rowley says, students can transfer into LERN through Week 5.</p> <p>There was a question about the "Level Transfer" form, which won't support transfer from one section to the two section course, i.e. 1A transfer level into 1A/80. We looked at the level transfer form. G Bradshaw answered our questions. T Mach mentioned that Dual Enrollment students are not to use AQ GPA; they test. E Hill-Enriquez passed out a table of new parameters for students who take the AQ and use GPA to place. These new parameters take into account the different combinations of ESL and NON-ESL coursework at US HS. G Bradshaw was asked whether the "Request for Level Transfer" form needs to be revised. G Bradshaw said we should do a "Section Transfer" and a "Late Add Form" if students are moving from a non-coupled co-req course of five units to a coupled co-req course of seven units, for example, within the first 20% of the course (Week 3 in general). After that time, there would be no reimbursement for that student from the state.</p>	
3. Links Related to Placement Results	It was decided that links to department websites detailing course information will be included on the student results page. This will give more information to students to help them decide which course best fits them.	Send links to B Heasley and C Tran to websites for Math, English, AMLA to be linked to the results page of the AQ. Nico will give C Tran a heads up that departments are going to be sending those links.

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4. Rubric Refinement	<p>M Whalen presented a new rubric for AWE placement into English courses. Reasoning and details were given. M Tsai wonders if we need to validate it since the test is changing.</p> <p>J Ocampo said we will resubmit a new rubric for approval when the state requests it. We will gather data for when the time comes to resubmit when the state requires us to re-apply.</p> <p>E Hill-Enriquez asked what the process will be going forward with this new rubric. Discussion ensued about LERN now not appearing on the rubric. D Rowley said that at least 3% of students do not have the skills to succeed in English 1A or English 1A/80 and that she wouldn't be doing her job if she didn't advocate for them. M Whalen and K Allende suggested that for those students who take the AWE and don't meet the new threshold for English 1A/80 a message should appear on the AQ results page to "see a counselor" or some other wording to help the student make the choice. D Rowley requested a flag be included on the rubric that shows the student doesn't meet the threshold of the new rubric 1A/80 placement.</p>	D Rowley will send language to M Whalen for students who do not meet the threshold for Eng 1A/80.
5. <u>Updates</u>	Tabled until the next meeting	

Next Meeting: May 9, 2018