

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

September 25, 2024

2:30–4:15 p.m.

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 | Ema Burman                              | A | Donna Necke       |   | Student Representative (Vacant) |
| A | Elizabeth Casian                        | X | Jaime Rodriguez   |   |                                 |
| X | Katalin Gyurindak                       | X | Dianne Rowley     |   |                                 |

**Absent:** Elizabeth Casian, Donna Necke

**Guest:** Nico Martinez

**Minutes:** Corina Reyna

| <u>ITEM</u>                             | <u>DISCUSSION</u>  | <u>OUTCOME</u> |
|---|--|----------------|
| 1. Approval of 09.11.24 Meeting Minutes | The committee reviewed the meeting minutes, and they were approved as written.   |                |
| 2. Math Update (Krysten)                | Krysten prepared a draft of STAT C1000 Language in the Table, which includes the Course Number, Title, and Support Recommendation(s), to see what the AQ recommendations would look like for a student taking the AQ with the new common course numbering. The support recommendation(s) will continue to be color-coded so that students will know whether an additional course is recommended, strongly recommended, or required for the course they are registering for. She suggested adding a sentence below the table, clarifying why the support recommendations were being made and explaining the course transitioning to a new name and identifier beginning in Fall 2025. |                |

| <u>ITEM</u>                       | <u>DISCUSSION</u>  | <u>OUTCOME</u> |
|-----------------------------------|--|----------------|
|                                   | <p>After making minor edits to the draft, she will provide the updated draft to her department. After they review it, she will provide it to the programmers so they can begin working on the next AQ version.</p> <p>As an AB705 Coordinator, Krysten has also begun working on reports requested by Tanya Anders.</p>  |                |
| 3. RIE Update (Jaime)             | <p>Jaime reported on the progress of the AQ Impact Survey project. All CRNs have been submitted, and a general announcement went out to faculty to inform them about the upcoming survey. At this point, the next step is to inform faculty for those courses that have been selected that a survey is forthcoming for them and their students. After a few final touches, the AQ survey will officially go out on October 4.</p> <p>Jaime continues to work on the AmLA, English, Math, and Reading throughput rates dashboard. He hopes to complete that project along with the AQ Impact Survey project at the end of the month.</p>  |                |
| 4. Counseling Update (Lina/Jesse) | <p>Some counselors would like to review the latest AQ as a refresher to see what changes have been made, what they are looking for, and what new recommendations are being made, especially with new changes in the numbering system. Jesse offered to be placed on the faculty meeting agenda to provide training to them. Lina also suggested it would be helpful to have Krysten at that meeting to provide answers to any math questions the faculty might have. Krysten agreed to attend the meeting.</p> <p>Jesse asked Nico if he could provide the “dummy AQ account” to assist as a visual for the training. This account provides skip logic to view what response a student will receive when a student answers questions in a certain way.</p> |                |

| <u>ITEM</u>                | <u>DISCUSSION</u>   | <u>OUTCOME</u> |
|----------------------------|---|----------------|
|                            | Krysten asked if the counselors could be reminded to look at the math flow charts to suggest the appropriate course for a student to register for and to ensure that it's offered. Jesse will follow up with the faculty.   |                |
| 5. READ Update (Dianne)    | <p>Learning Assistance facilitated a workshop, Best Practices for Embedded Tutoring. It's a POD workshop, and they invite instructors interested in having an embedded tutor in their classes. Right now, it's a guided pathways mini-grant funding for the STEM instructors to earn a small stipend for their participation. A little bit of the grant money is left to offer one more workshop, maybe in the winter. If anyone is interested, she asked that they email her.</p> <p>Also, the 24<sup>th</sup> Annual Inspired Teaching Conference will be held on March 21, 2025. This will be the first in-person conference since the start of Covid. The keynote speaker will be Emily Versace. Attendance will be limited to 40 people.</p> |                |
| 6. AMLA Update (Elizabeth) | Tabled.   |                |
| 7. English Update (Ema)    | <p>The English Department is working on common course numbering. The Chancellor's office sent them their version of English 1A as a 3-unit course. It is more likely that Mt. SAC will try to keep the course as a 4-unit course since the department feels strongly that students need to know how to assemble a research paper. That would account for the extra unit.</p> <p>Ema is working with one of the department chairs to create jumpstart modules to help students prepare for English 1A and specifically for our DHH students to brush up on some skills needed before coming into English 1A. This will aid in their success in English.</p>  |                |

| <u>ITEM</u>  | <u>DISCUSSION</u>   | <u>OUTCOME</u> |
|--|---|----------------|
|  | The English Department is putting together a 2-day winter retreat. They will focus on the data to examine pedagogy and teaching practices and determine how best to help students.  |                |
| 8. School of Continuing Education (SCE)<br>(Kata/Marina) | <p>SCE participated in the 2024 Educational and Facilities Plan Student Engagement session on October 18. The plan surveyed students in many different areas, asking questions such as the main reason the student came to campus on that day, where they parked, what they thought about the facilities on the campus, what they liked about the campus, and what recommendations they would make to improve the campus.</p> <p>A new short-term vocational LVN program will begin in the Winter of 2025. When students from ESL finish this program, they can seek employment in this field.</p>  |                |
| 9. Miscellaneous   | <p>Krysten inquired whether George was able to have a discussion regarding the AB 705 Coordinators on committees. He had a follow-up conversation with Student Services Vice President Melba Castro. He will provide more information once VP Castro has a chance to meet with Instruction Vice President Kelly Fowler.</p> <p>At a meeting attended by both Krysten and George, the topic of the nomenclature and naming convention related to the various committees and work groups was discussed. Krysten elaborated on the discussion and mentioned that the Assessments &amp; Matriculation Committee will need to discuss whether they are to be labeled as a committee, work group, or task force. This item will be placed on the agenda for further discussion at the next committee meeting.</p> |                |

Next Official Meeting: October 9, 2024, from 2:30–4:15 p.m. online via Zoom