

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

March 8, 2023
 2:30-4:15 pm
 Online via Zoom

Committee Members:

X	George Bradshaw (Co-chair) (Assessment)	X	Dianne Rowley (LERN)	X	Jaime Rodriguez (RIE)
X	Jimmy Tamayo (Co-chair)(Math)		Michelle Dougherty (English)	X	Katalin Gyurindak (Continuing Ed.)
X	Lina Soto (Counseling)	X	Jesse Lopez (Counseling)	X	Sarah Plesetz (Associate Dean, Tech & Health / Instruction Office)
X	Elizabeth Casian (AmLa)		Vacant (Counselor, Continuing Ed.)	X	Dana Johnson (ACCESS)
	Vacant (Associated Students)				

Absent: Michelle Dougherty

Guest: Nico Martinez, Corina Reyna (Notes)

<u>ITEM</u>	<u>DISCUSSION</u>	<u>OUTCOME</u>
1. Approval of Minutes: 02.22.23 meeting	The minutes were reviewed by the committee. Two corrections were noted and corrected: Item #3: Lina’s statement was updated to read ... “and Counselors should assist the students to make that decision based on their major”. Item #8: Change the word “skilled” to “skills” classes	The meeting minutes were approved and will be forwarded to the SPEAC committee for review/approval.
2. RIE Update (Jaime)	Jaime shared the updated project list with the committee, to get input regarding prioritizing the projects in the order of importance. He also noted he was able to speak with Vera Froman to gain more information regarding the Assessment Questionnaire Impact Survey. She provided him with details as to how the survey was distributed but he also asked the committee if they had insight in terms of other additional important items related to the survey, which students it would be administered to,	The committee reviewed the last version of the survey to be sure all content was still relevant.

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	<p>getting the word out to faculty to let them know the survey would be coming out, and narrowing the survey down to certain CRNs.</p> <p>George suggested that we try to get a representative sampling of CRNs with whatever criteria we thought were important and also agreed the survey be conducted after census, but not too late in the semester. We can reach out to AmLa, the math department, and English colleagues to see if they have suggestions on courses to do or not to do.</p> <p>Jaime suggested the committee review the questions originally contained in the survey to be sure they were still relevant. Elizabeth noted we shouldn't make too many changes otherwise we wouldn't be able to compare "apples to apples" and be able to compare it to the historical data already available. It was then decided to get the survey generated and distributed in front of the appropriate population within the next three weeks to be sure the data collection is done within the same time frame window as has been done in the past.</p> <p>The committee reviewed the Math survey. The classes no longer viable would be removed from the survey (LERN 48, 49, MATH 50, 51, AND 71). The courses still viable, MATH 100, 110, 120, 130, 150, 160 and 180 would be dispersed as possible choices for the student's selection. Any logic related to Math 71 would also be removed.</p> <p>Since Math 71 is no longer offered, it was suggested that a question be included on the survey asking students if they felt that some type of preparatory math course would have been beneficial prior to taking the course they are currently enrolled in. The committee will formulate a specific question to be included in the survey.</p>	

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	<p>Jaime suggested to the committee, he would download the previous surveys into a word document and based on discussion during the meeting, provide some notes as to what questions should be removed or reworded. He would then share the document with the committee members for feedback, and make the changes in Qualtrics. This would help to keep the project moving toward the finish line. Discussion of this item will continue at the next committee meeting.</p>	
3. Counseling Update (Lina)	No updates.	
4. READ Update (Dianne)	No updates.	
5. AMLA Update (Elizabeth)	<p>The guided self-placement process is in place but there are some inconsistencies with it. A few students have been placed into English 1A, not by Elizabeth, not by the AQ but by a Counselor, which is not part of the guided self-placement process. Elizabeth wants to make certain there are required questions on the AQ that must be answered before a student goes on because when certain questions are left blank, the default is then going to be “talk to a counselor”. If a student had answered the question they would have received something more direct, either a placement or the correct message to see Elizabeth if they are English language learners or people who did not graduate from the United States.</p> <p>Elizabeth thinks that possibly students are being placed into classes where they do not belong, or did not go through the “can do” statements. It’s not just about the “can do” statements. It’s also about the back and forth with the student to learn what they’ve done in the past, what they’re able to do, and find out what their writing skills are like. Based on what their answers are, that will help determine what their level should be.</p>	

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	<p>We have to be mindful that the State is looking at our throughput rates so if students are not being successful because they're not being placed into the correct level, then that will be detrimental to the school. Elizabeth and her colleague are willing to visit another counseling meeting to remind counselors that if a student did not graduate from the U.S. or if the student indicated they went to school in another country, then the counselor should be sending them to AmLa.</p> <p>Placement for these students is ultimately based on the student's wishes. However, it's also based on the "can do" statements but we do not want them to be placed too high or too low. Judgement must be also based on how well they communicate, but that's not the same as what they're able to do in a writing class or their reading level. There have to be other questions in place for the guided self-placement facilitator to be able to guide students into the correct class.</p> <p>Jesse indicated he would definitely bring the subject back up to the Counseling Department Chair and through the faculty meetings, he could give an update on the subject of placement for the AmLa students. Lina also suggested that Elizabeth attend one of the Adjunct Counselors trainings and for Jesse to make the announcement again during the counseling monthly meetings.</p> <p>Sarah suggested preparing a decision tree that would determine what path to suggest in placing a student. Elizabeth indicated they already have one in place however, if a student fails to answer certain questions, then the default response is to "see a counselor" then the counselor has to figure all of that out.</p> <p>Elizabeth recommended to make certain questions on the AQ required or mandatory because if they are left blank, the default is "see counselor". George suggested reviewing questions we are talking about specifically, and see if a required answer is going to</p>	

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	give us what we think it will. Elizabeth agreed and suggested the committee examine those questions at a future meeting.	
6. English Update (Michelle)	Tabled.	
7. School of Continuing Education Update (Katalin)	The computerized adaptive test will expire end of June so Kata met with Patty Quinones of RIE to assist with some research that is part of the renewal. They have to do a consequential validity study and collect more data. ESL is doing well enrollment wise however they still don't have enough teachers to open new classes at this point.	
8. Math Update (Jimmy)	Jimmy indicated Math 105 will be available in fall, Math 130 will change its curriculum, Math 140 will become entry level and the other two new math courses will come in fall 24.	
9. Miscellaneous Updates	Elizabeth noted she is working with Chris Dickson regarding the revised MOU : American English College for International Admissions and they should be ready to bring their findings back to the committee at an upcoming meeting, possibly April.	

Next Official Meeting: March 22, 2023 from 2:30-4:15pm online via Zoom.