

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

March 22, 2023  
 2:30-4:15 pm  
 Online via Zoom

**Committee Members:**

X	George Bradshaw (Co-chair) (Assessment)	X	Dianne Rowley (LERN)		Jaime Rodriguez (RIE)
X	Jimmy Tamayo (Co-chair)(Math)	X	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: Jaime Rodriguez**

**Guests: Nico Martinez, Corina Reyna (Notes)**

<u>ITEM</u>	<u>DISCUSSION</u>	<u>OUTCOME</u>
1. Approval of Minutes: 03.08.23 meeting	The minutes were reviewed by the committee. Three corrections were noted and corrected: Page 2, 1 <sup>st</sup> paragraph, line 3, correct typo: change the word “they” to “the”; Page 4, 1 <sup>st</sup> paragraph, line 6, replace the word “has” to “have”, and replace the word “us” with “the guided self-placement facilitator”.	The meeting minutes were approved and will be forwarded to the SPEAC committee for review/approval.
2. RIE Update (Jaime)	In Jaime’s absence, George facilitated the RIE update.  The committee thoroughly reviewed the following four documents in detail to continue working toward the goal of distributing both the Faculty and Student Assessment Questionnaire (AQ) Surveys by first week of April:  1. Faculty survey invite message	A new draft version of all documents will be prepared and distributed to various committee members for a second review of the documents prior to being sent to RIE for distribution.

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	<p>2. AQ Faculty Survey 3. Student survey invite message 4. AQ Student Survey</p> <p>Several recommendations were discussed and will be incorporated into each individual document where appropriate.</p> <p>George queried the committee as to what variables went into the construction of the courses sampled in the previous AQ surveys as they will need to identify current CRNs to be used in the Spring 2023 survey. Some variables to include will be to use a broad range of day, not just evening classes or morning classes; include hybrid, in-person, and synchronous/asynchronous classes, exclude short term classes since they have already ended, and not include 8-week courses that are just beginning but, include for consideration all that are currently in session. Jimmy, Elizabeth, and Michelle will reach out to other colleagues within their respective departments to ask for any additional variables or specific CRNs that might be advantageous to include in the surveys.</p> <p>Question #9 on the Student survey was of particular interest in that it questions whether a student has chosen the correct math course for their major or academic goals. After a lengthy discussion by the committee and a review of the data from the previous survey, consensus was to leave the question as is for now.</p> <p>George summarized the discussion by saying that all suggestions made at the meeting will be incorporated into a new survey instrument to keep this project on target for distribution the week of April 3, 2023.</p>	
3. Counseling Update (Lina)	No updates.	

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4. READ Update (Dianne)	No updates.	
5. AMLA Update (Elizabeth)	No updates.	
6. English Update (Michelle)	No updates.	
7. School of Continuing Education Update (Katalin)	Kata is getting ready to do the satisfaction survey with her ESL instructors and ESL students. The great news is that overall they have increased FTEs by 14% as of the end of week 4.	
8. Math Update (Jimmy)	The new Math 105 (mathematical concepts for elementary school teachers), Math 135 (Pre-Calculus Algebra), and Math 170 (Pre-Calculus with Trigonometry) have been approved by EDC. Math 105 will be starting up in the fall because of the project with Cal Poly Pomona. The other two classes will wait until fall '24.	
9. Miscellaneous Updates	Dianne informed the committee that due to being assigned to additional committees she would no longer be able to serve as a member of the Assessment & Matriculation committee. Kelly Fowler, Vice President of Instruction has assigned Denise Bailey, Dean of Natural Sciences to serve on the committee as a replacement for Dianne.	

Next Official Meeting: April 12, 2023, 2023 from 2:30-4:15pm online via Zoom.