



Student Preparation, Equity and Achievement Council
 Online via Zoom
 November 7, 2022 – Minutes

Members [22]

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| <input checked="" type="checkbox"/> Audrey Yamagata-Noji, Co-Chair | <input checked="" type="checkbox"/> Sara Mestas, Co-Chair | <input type="checkbox"/> Michelle Nava | <input checked="" type="checkbox"/> Briseida Ramirez-Catalan |
| <input checked="" type="checkbox"/> Esteban Aguilar | <input checked="" type="checkbox"/> Francisco Dorame | <input checked="" type="checkbox"/> Donna Necke | <input type="checkbox"/> Lani Ruh |
| <input checked="" type="checkbox"/> Madelyn Arballo | <input type="checkbox"/> Kelly Fowler | <input checked="" type="checkbox"/> Bruce Nixon | <input checked="" type="checkbox"/> Jimmy Tamayo |
| <input checked="" type="checkbox"/> George Bradshaw | <input checked="" type="checkbox"/> Eva Figueroa Morales | <input checked="" type="checkbox"/> Cynthia Orozco | <input checked="" type="checkbox"/> Roger Willis |
| <input checked="" type="checkbox"/> Monika Chavez | <input type="checkbox"/> Tammy Knott-Silva | <input type="checkbox"/> | |
| <input type="checkbox"/> Heather Clifford | <input type="checkbox"/> | <input checked="" type="checkbox"/> Mariah Moreno | <input checked="" type="checkbox"/> Dani Silva |
| Student Representatives: | <input checked="" type="checkbox"/> An Ha | | |

Guests: Patricia Quinones

| Item No. | Agenda Item | Discussion | Outcome |
|----------|--|--|--|
| 1.0 | Review Today's Agenda and Minutes: October 17, 2022 | George shared that he has an update on the EW/Pass not pass issue. This will be brought back to the next SPEAC meeting. | Minutes moved seconded and approved by the Council. Accreditation Standard IV.A.7 |
| 2.0 | Committee Meeting Minutes for Review and Approval | | |
| a. | Student Equity – October 10 minutes received for acceptance | There is a typo in the SEC minutes. It says that Betzabel Martinez conducted the land of acknowledgment. The word "of" should be deleted. | Minutes moved seconded and accepted by the Council. Accreditation Standard IV.A.7 |
| b. | Assessment and Matriculation – September 28 and October 12 minutes received for acceptance | September 28 meeting: no quorum October 12 meeting: still waiting on compositions of memberships; worked on purpose and functions statement and goals. Audrey shared that there is an AB 705 year-end report that is due at the end of December. | Minutes moved seconded and accepted by the Council. Accreditation Standard IV.A.7 |



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| | | Two reports need to be sent into the state: how money is spent and what the college is doing. Need to make sure that this committee gets this report. | |
| c. | Retention and Persistence – October 11 minutes received for acceptance | Patty shared that the Retention and Persistence Committee has appointed Michelle Doherty as the RP faculty representative for SPEAC. During the October 11 meeting, the committee discussed being a Resource Committee for the ISER. They also shared the results for the grad student survey, which is on the SPEAC agenda for today. | Minutes moved seconded and accepted by the Council. Accreditation Standard IV.A.7 |
| d. | Textbook and Materials – October 6 minutes received for acceptance | Monika shared that there was a smart sheet regarding the no cost/low-cost icons. Allie Frickert, TIMC co-chair, discussed accreditation and where textbook and instructional materials come up. The committee's Purpose and Function and Goals were sent last Thursday to the Council. There will be low cost and zero cost goals to have for spring. The no cost/low-cost FAQs were finalized and will be brought up in the meeting today. Roger shared about the ASCCC resolution to determine low cost at the \$30 threshold. This is the Academic Senate resolution moving forward; however, our campus does not have to use that moving forward. | Minutes moved seconded and accepted by the Council. Accreditation Standard IV.A.7 |
| 3.0 | 2022-23 Planning Memo: Committee Goals and Progress Report | The Council reviewed the committee goals for 2022-23. The Council was asked in advance to provide any feedback via shared file with any revisions. Goal #6 is this still critical? Dani says that this goal is still critical. Should agendaize this as a discussion and have Patty provide some data? Madelyn shared that from the Continuing Ed prospective, not really ready to transition out. Since offering more online classes due to the COVID closure, students who have children or work full time jobs, have beneficially impacted. | The 2022-23 Committee goals have been approved by the Council. The Goals and the Purpose and Function statement will be forwarded to the President's office and Academic senate concurrently. Will agendaize Goal #6 as a discussion, and have Patty provide corresponding data. Will agendaize An to present the parent survey for an upcoming meeting |



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| | | <p>We can leave the goal on but maybe revise with a little bit more data and research on modality of courses needed.</p> <p>Sara: Title V changes with withdraw dates. Part of language that change is that we must intervene. Maybe tie it back to Title V or work with Title V.</p> <p>Think about how teaching practices have changed.</p> <p>Review the impact of COVID-19 the pandemic.</p> <p>**Bring report with the efforts that we have documented to next meeting.</p> <p>For membership: Madelyn/Kelly have decided to hold this over until next year. Will revisit in Fall 2023.</p> | <p>Accreditation Standard IV.A.2</p> |
| <p>4.0</p> | <p>Review Student Equity Committee Purpose and Function Statement and 2022-23 Goals and Accomplishments</p> | <p>Purpose and Function statement: Purpose: Added "and ACCESS and (DEISAA)" to last sentence.</p> <p>Function: #3 – Replaced certification/AA/AS with "completion" #4 – Added "and ACCESS and (DEISAA)" after "Antiracism."</p> <p>Membership:</p> <ul style="list-style-type: none"> • Made some minor changes to membership names • The "College Equity Programs/Populations (appointed by the Vice President, Student Services in consultation with Academic Senate and Classified Senate)" appointment, filled by Eloise Reyes, has expired. Still waiting on filling this spot. The appointee can really be anyone doing DESISAA work. Roger and Audrey will talk about this. <p>#10: need to follow up with Student Equity Committee on missing verbiage</p> <p>Goals: GOAL #2: <i>Maintain the reporting process for Student Equity project leads to inform the Student Equity Committee of their activities and progress.</i></p> | <p>The Student Equity Committee 2022-23 Purpose and Function Statement and Committee Goals have been approved by the Council.</p> <p>The Purpose and Function statement and Goals will be forwarded to the President's office and Academic senate concurrently.</p> <p>Accreditation Standard IV.A.2</p> |



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| | | <p>Is this goal still needed? Eric and Jaime debated on whether to include this goal. There is still a midterm report due to the Chancellor’s office. Current plan does not have us list activities as done in the past. Instruction and non-credit monitor their funding. There still is reporting going on. At the end of day, Chancellor’s office would like to know how the money is being spent and the activities of what is being funded. The current Student Equity Plan doesn’t list activities but lists metrics.</p> <p>Focus on current plan is student equity efforts, rather than project leads</p> <p>GOAL #4 Added ACCESS to goal</p> | |
| 5.0 | <p>Review Assessment and Matriculation Committee’s Purpose and Function Statement and 2022-23 Goals and Accomplishments</p> | <p>Purpose: Removed (both credit and noncredit) after “processes” and success and equity after “contribute to student. Replaced success and equity with equity and success.</p> <p>Membership Cata Dierdock will replace Liza Beck as the School of Continuing Education Representative (appointed by the Provost, School of Continuing Ed) Still need to fill the faculty vacancy representing School of Continuing Education and the student representative. The committee discussed the membership and said there is currently 3 AB 705 coordinators: English, Math AMLA; however, there is no specific committee of their own. Goals: Goals remain the same as previous year</p> | <p>The Assessment and Matriculation Committee 2022-23 Purpose and Function Statement and Committee Goals have been approved by the Council.</p> <p>The Purpose and Function statement and Goals will be forwarded to the President’s office and Academic senate concurrently.</p> <p>Accreditation Standard IV.A.2</p> |
| 6.0 | <p>Review Retention and Persistence Committee’s Purpose and Function Statement and 2022-23 Goals and Accomplishments</p> | <p>Purpose: The purpose of the Retention and Persistence Committee is to make recommendations on the planning and coordination of programs, services, and interventions which support student equity, retention, persistence, academic success, and well-being throughout their Mt. SAC Education. The committee</p> | <p>The Retention and Persistence Committee 2022-23 Purpose and Function Statement and Committee Goals have been approved by the Council.</p> |



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| | <p>is concerned with the entire student experience throughout their Mt. SAC education. This Committee reviews considers data necessary to make informed decisions recommendations and reports on the assessment of campus services for students that support student retention, persistence, and success.</p> <p>Function:</p> <p>#1 – added include after “These may” and added basic needs after “academic support”</p> <p>#2 - “...and recommend (with input from stakeholders input)”</p> <p>#3 - Encourage a positive culture at the College that normalizes support and help seeking behaviors.</p> <p>#4 – “...knowledge of early intervention programs services, pedagogical practices, and interventions, including early intervention programs, to increase the use and efficacy of these resources.</p> <p>#5 Gather input from faculty involved in corequisite and other support interventions on student needs, and work to support the connections between instruction and support services.</p> <p>Membership: Lots of vacancies; will need to update membership terms. Will need to follow-up with Patty on vacancies.</p> <p>Goals:</p> <p>#3 Promote and advertise student support programs that already exist.</p> <p>#4 Develop and promote a list of successful practices for faculty to support early identification for students</p> | <p>The Purpose and Function statement and Goals will be forwarded to the President’s office and Academic senate concurrently.</p> <p>Patty will work with Roger with membership vacancies.</p> <p>Accreditation Standard IV.A.2</p> |
| 5-minute break | | |



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| 8.0 | No-Cost and Low-Cost Designations in the Class Schedule (Monika) | <p>Zero Textbook Cost (ZTC) & Low Cost Icons in the Online Schedule</p> <p>CA SB 1359 - Requires that all CCC and CSUs mark the courses that are free of charge to students for course materials. Courses that exclusively use digital course materials that are free of charge to students and may have a low-cost option for print versions.</p> <p>Zero cost for the students, but not necessarily to the college.</p> <p>Zero cost filter icon is in class schedule. CSU created in 2018 Low Textbook cost – are fair amount of classes that have book costs that are 20\$. Wanted to highlight these classes.</p> <p>Zero textbook/Low textbook costs have had a positive impact on retention rates. Dr. Romelia Salinas met with Associated Students about a low-cost icon/filter. They supported it and voted for \$40 to be the low-cost threshold.</p> <p>TIMC proposal for a low-cost icon passed by TIMC, SPEAC, and the Academic Senate.</p> <p>TIMC Chairs Allie Frickert and Romelia Salinas have been working with the Instruction Office.</p> <p>Filter and icon are now on the online schedule of classes.</p> <p>Standardizing the process for marking classes as zero cost of low cost.</p> <p>FAQs for what counts as Zero Cost and Low Cost can be found here: Low-Cost/No Cost Icon FAQs</p> <p>Francisco can carry back to Counseling on how we can communicate back/campaign to students.</p> <p>Zero Cost/Low Cost Icon request can be found here: https://app.smartsheet.com/b/form/b700bbcc536a4eafac06a1ecd822dd61</p> <p>Zero Cost and Low Cost FAQs</p> <p>This is inclusive of all course costs for students besides, “standard school supplies that students need to purchase such as scantrons, pencils and paper.”</p> | <p>Accreditation Standard I.C.2</p> <p>Accreditation Standard I.C.6</p> <p>Accreditation Standard II.A.7</p> |
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| | | <p>For example: if AHIS 1 only requires an open textbook, this would qualify for Zero Cost.</p> <p>When calculating text booking costs, you can use the rental price from the Mt. SAC bookstore as long as the bookstore can guarantee that all students will get that price. If it is a series of courses that use the same textbook, you cannot divide the price by the number of courses.</p> <p>How have professors been notified of the form? Division admins are sending out to faculty. Eva says she will include in CLT newsletter. Faculty should use the Smartsheet to request low-cost/no cost icon.</p> | |
| 9.0 | Results from 21-22 Graduate Survey (Patty) | <p>The graduate survey was written and administered in person. This was given to students who petitioned to graduate. Spring 2022, Student Services/RIE decided to send out. The graduate survey was first administered 20 years ago. Recent survey results show that the majority of students are between the ages of 20-25 and identify as female. 67% of the students that responded identify as Hispanic/Latinx. When asked about goals, a significant majority answered Associates degree/transfer. Being that the survey was given to students who petitioned to graduate, the results seem adequate. When asked about post-graduation plan immediately after graduation, a majority answered that they would be working full time in their area related to their major/degree of study at Mt.SAC. When asked about services received, a majority listed financial aid and counseling. 30% of these students also stated that they had visited or received food from the Mountie Food Pantry.</p> | <p>Accreditation Standard I.B.6 Accreditation Standard II.A.7 Accreditation Standard IV.A.5</p> |
| 10.0 | Student Equity Plan 2022-25 | The Student Equity Plan will be on the Academic Senate agenda. The plan is due November 30 in NOVA. | <p>Accreditation Standard I.B.6 Accreditation Standard II.A.7</p> |



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| | | | Accreditation Standard IV.A.5 |
| 11.0 | <p>Accreditation input opportunity – SPEAC to discuss potentially serve as a “Resource Committee/Council” to review ISER by November 14th:</p> <p>1.A.1 and 1.B.2. II.A.7; II.A.8, IIA.11 II.B.1;II.B.3 II.C.1; IIC.3; II.C.7 IV.A.4</p> <ul style="list-style-type: none"> • Resource Council-Committee Accreditation Standards to Review.pdf | <p>The Accreditation Core team has asked various committees, including our Council, to serve as a “Resource Committee/Council to review the ISER draft.</p> <p>The Council has agreed to participate via email, given that the turnaround time is permitted.</p> | |
| | Future Agenda Items | | |
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| | <p>Next meeting dates: November 21, December 5, March 6, March 20, April 3, April 17, May 1, May 15, June 5</p> | | |