

Mt. San Antonio College DSP&S Faculty Meeting October 12, 2015

Present: Christopher Walker, Eloise Reyes, Tim Engle, Christine Tunstall, Jill Wilkerson, Barbara Quinn, Heather Ponce, Silva Arzunyan and Julie Bradley

Absent: Vicki Greco

Agenda

Review and Approval of September Faculty Meeting Minutes: (Christine) Christine sent out minutes from the September 14, 2015 meeting. Faculty may send edits until 10/19/15. It will then be posted to the S-drive and subsequently uploaded to the campus website.

Follow-up/Completed items from prior meetings: (Tim)

“Clearing” Drop-ins: Faculty have been “clearing” students from the drop-in queue at the beginning of the drop-in appointment. This appears to be going well, and will assist in determining the number of students waiting to be seen, the time it takes to be seen from check-in, and will assist in deciding when to “cut off” student check-in.

Faculty Request: The request for a DSPS faculty counselor hire was submitted to Audrey.

Using Computers for AWE: At the DSPS program staff meeting it was discussed that DSPS students can take the AWE using computers. This item is removed from the faculty agenda.

Pending/Ongoing issues from prior meetings: (Tim and others)

Transfer survey for DSPS (Discussed at Planning Day): Barbara and Vicki are taking the updated survey to Audrey.

Adjunct Evaluations: Tim attended a Faculty Association training on adjunct rehire rights and annual evaluations. He will be working with Carole to determine which “year” adjunct faculty are currently in so that the proper evaluations can be conducted. Tim will communicate with adjunct faculty regarding the evaluations to be conducted in 15-16.

DSPS Advisory Board: Tim, Brandi, and Manoj have met to discuss the Advisory Board. Recommendations include moving the meeting into Winter session, and getting the agenda more directed away from focus on updates. They also discussed possibly separating those involved with High School transition from those involved in UC/CSU/Other. Recommendations were forwarded to Grace.

DSPS Class Notetakers: Reminder that if you plan to request a classroom “notetaker or scribe” for a DSPS course, please let Brandi know by Winter registration for a Winter course or by Spring registration for a Spring course.

Accommodations Timelines -The time involved in processing of accommodations seems to have decreased slightly from time of submission to time of completion. Faculty are asked to continue to use designated accommodation time as well as paperwork and No-Show time to try to keep up with accommodation processing. If the designated accommodation time does not appear to be needed, please release the time by the preceding business day so that a student appointment can be scheduled.

New Agenda

Information from Grace (Tim)

Drop-ins: Grace had the front counter track how many students we’re turning away from drop-ins. Reportedly this was over 25 students during the first week who were: 1) being told we’re full prior to last half-hour, or 2) showing up on a different day. We want to focus on #1, not confound it with #2. This year Tim assigned “teams” for Monday morning, and Thursday morning for about 2.5 hours. It’s also posted on the DSPS channel within the students’ portal.

Information from Cyndi (Tim)

Contracts with Accommodations: Cyndi requested that faculty have students complete the relevant contracts when students complete accommodation request forms during their counseling appointments. The audio recording contract has often been missing when students completed the requests with faculty.

Equivalencies for DSPS Faculty Positions (Tim): A deadline exists for academic departments to request equivalencies for minimum qualifications. Given the changes to MQ’s for DSPS faculty positions, a review of the MQ’s and consideration of equivalencies seems appropriate. Most faculty were in favor of having a broad interpretation of these MQ’s in order to obtain a diverse pool of applicants. Although Title 5 will soon “go live,” guidelines for their interpretation are still being written so the timeline for implementation is unclear. Christine discussed her meeting with Eric Kaljumagi about the potential of renaming “Instructional Specialist” to “DSPS Instructor,” and how minimum quals will be involved for counseling and instruction. Tim, Jill, and Christine plan to meet to discuss.

Modification to DSPS-13 (Barbara): At Flex Day it was discussed that consideration be given to changing the grading in DSPS-13 from letter grade to P/NP. This would require modification request to Ed. Design. Faculty supported modification to P/NP. Eloise will meet with Tim for WebCMS update.

Inactivation of DSPS-20 (Jill): DSPS-20 is on the curriculum list as a course needing 4-year review. The instruction office was contacted and there is no record of a request for deactivation of this course. Jill will provide rationale for inactivation for review at next meeting.

Accommodation Authorization Revision – Flexible Attendance (Christine): A suggestion was made to add language to the electronic accommodation authorization form to address flexible attendance. Faculty discussed edits. Added “for disability-related absences.” Discussed need to clarify a few parts. Email comments to Tim or Christine and they will update for next meeting. Silva and Tim shared information from AHEAD: make sure DSPS has a position on issues such as flexible attendance, and make sure there is communication about it to balance consistency with individualized consideration. We’ll finalize by next Faculty Mtg.

SLOs for DSPS 32 and DSPS 30 (Christine): Christine and Jill presented the results of DSPS 32 SLO and faculty discussed use of results, noting a clear increase in the use of phone apps for accessibility. Silva suggested consideration of creating an online hybrid version, which Jill noted she has also considered. Christine also presented a proposal for a DSPS 30 SLO. Faculty approved. Christine will update Trac-Dat for both.

SEC Letters and Instructions to Students (Tim)

Discussed the letters being sent to students related to the need to update their SEC. Faculty expressed concerns regarding how the students are identified as needing to receive notice (how soon will their SEC’s expire), the language of letters (renewal of services language versus termination of services language), the frequency of the letters (monthly, every semester), and instructions given to student (schedule apt, drop-in, etc). Given the new Title V regulations for DSPS, is this discussion relevant? We won’t know until guidelines are established. Plan to discuss at our next Faculty meeting, and then take info to next Program Staff Meeting.

Case Conference

Confidential discussion of 2 cases.

Committee Updates

Health and Safety Update (Tim) Discussed recent events in college shootings. Gap between the video the college has online and what Robert Wren is putting out there.

Faculty Association (Vicki) The 3rd dental option was approved.

DSPS PIE (Christine) Mid-year planning day update.

Announcements

- Silva went to a CSU and UC conference about transfer. Noted recommendation that students should try to have their “golden four” completed before the Spring prior to

transfer. They also stated the importance of finishing all major prep courses found on assist.org before their transfer date. Silva offered to help with counseling Veterans who are registered with DSPS and are ready to transfer.

- Silva shared information about Beacon school, which provides specialized support for ADHD and LD. Rolling enrollment, scholarships. Private school.
- Barbara gave a brief Planning for College update. Event will take place February 9, 2016. There will be some changes to the agenda.
- Julie announced an upcoming workshop that will be scheduled later in the month. Ohlone College has a grant to train faculty in deaf issues. Project Access: A Workshop for Faculty.
- Julie announced that the DHH students are having “Thanksgiving” on Wednesday before Thanksgiving. It will take place in the 20-9 classroom. Interpreting students will also be attending.