

## STUDENT SUCCESS COMMITTEE

11/21/13 Meeting Notes

Present: Mayra Padilla, Karl Debro, Jason Berner, Luanna Waters, Ysrael Condori, Luci Castruita

### **1. Call to Order**

Mayra called the meeting to order.

### **2. Announcements**

As per Jason, Elvia Ornelas-Garcia has decided to withdraw from the committee.

### **3. Approve Agenda/Approve Minutes of Student Success Committee (SSC) and Subcommittees**

Reviewed and approved 11/7/13 SSC meeting minutes.

Received and read meeting minutes from the Basic Skills Committee and the SLO/AUO Committee. We are missing meeting minutes from the Professional Development committee. Karl recommended that we ask the chairperson of each committee to add our chair (Mayra) to their list-serve. This way, we would be assured to receive all committee minutes in a timely manner.

### **4. Committee Role According to the College Procedures Handbook**

Mayra confirmed with Mariles that this committee has a \$40K budget.

Mayra will forward our committee roster to Melody Hanson:

Faculty – Jason Berner and Luci Castruita (2 votes)

Managers - Mayra Padilla and Karl Debro (2 votes)

Classified Staff – Joel Nickelson-Shanks and Ken Reynolds (2 votes)

Students – Luanna Waters, Ivan De Los Santos and Ysrael Condori (3 votes)

There was a discussion concerning how faculty reps were "elected". Some were contacted by Wayne Organ, the Academic Senate Chair, and Luci volunteered. The committee asked that the College Council please clarify the selection procedures for the roster.

Mayra will forward the meeting minutes to Melody before the College Council meeting.

Mayra shared there are 3 items listed in the college procedures document for the purpose of this committee:

1. Incorporate ideas from the District's Achievement Gap Committee. Mayra will bring the state's student success recommendations to the next SSC committee meeting.
2. Brainstorm strategies to close the Achievement Gap.
3. Develop ideas which can be funded with the committee's 40K budget. Karl suggested that we may create more ideas as time goes

on.

### **5. Elect Chair/Minute Taker/Time Keeper**

We formally elected Mayra Padilla as our chair, Karl Debro as our Time Keeper and Luci Castruita as the Minute Taker.

### **6. Creating Measures for Student Success**

Wayne Organ recommended to the College Council and it vested in the SSC the authority to oversee the development of the institutional standards for accreditation. It was recommended that we use the CCC Student Success Report Card in these institutional measures.

All committee members agreed to review the Report Card and return to the next committee meeting to discuss our observations.

We agreed to facilitate this process and delegate to the Council of Chairs (CoC) the task of creating the institutional standards for accreditation.

Jason shared that the Accreditation Report is being edited now through January 2014.

Karl recommended we ask the College Council WHEN we are supposed to have the standards completed. Mayra briefly read from documents outlining the accreditation process to see if she could find a date. She noted some statements discussing program completion, Job placement of students and Licensing. Mayra will also ask Donna Floyd and Wayne Organ to clarify our timeline and due date.

Jason said an institutional standard should include that students will achieve success regardless of race, ethnicity or gender. The committee agreed and mentioned a host of other issues they thought would be important to keep at the foreground of this discussion.

Mayra will ask VP Tammeil for SSC to have time on the CoC agenda at their next meeting to discuss this project. Jason is a member of the Council of Chairs (English Dept Co-Chair) and thought that it would be important for the SSC to have input and facilitate the process.

We will send back to the College Council our acceptance of the charge.

### **7. Closing Thoughts and Next Steps**

Jason will review the CCC Student Success Report Card.

Our homework is to review the Report Card, the Student Success Recommendations and read the draft of the Accreditation Report located in the campus portal.

Next meeting will be Monday, December 2, 2013 at 2:00 pm in AA-103 to prepare for the CoC meeting.

Meeting minutes by Luci Castruita