Contra Costa College/ Student Success Committee

**Meeting Minutes**

Thursday, November 4th, 2021 2:00 P.M. - 4:00 P.M.

Zoom: [https://4cd.zoom.us/j/2891250372](https://nam10.safelinks.protection.outlook.com/?url=https%3A%2F%2F4cd.zoom.us%2Fj%2F2891250372&data=04%7C01%7Cj.reynoso0702%40contracosta.edu%7C6043eff12be34f8fc54308d99e42e74a%7Cc354694acce5489fb2a3a2a9d26e0c3f%7C0%7C0%7C637714832803087552%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C1000&sdata=hajc06G669LEbelKc6tCCv5ycQj4dX9Z8jgLlJsfX4M%3D&reserved=0)

# Present

Vanna Gonzales, Jon Brito, Jose Zepeda, Shelley Ruby, Nikki Ferguson, Jose Zepeda, Shelley Ruby, Nikki Ferguson, Brandy Gibson, Nooshi Borhan, Brianne Ayala, Lhakpa Lama, Kate Weinstein, Vanessa Mercado, Maritez Apigo, Kelly Ramos, Carlos Solano, Meaghan Yarnold, Hector Moncada, Carla Matute, Stephanie Figueroa, Sara Boland, Evan Decker, Marina Melara, Dennis Franco.

Absent: Jason Cifra, Rod Santos, Mayra Padilla, Sara Marcellino

# Call to Order

Meeting was called to order by Vanna Gonzales at 2:15 PM

# Approval of Minutes

Motion made, adopted, and approved.

Motion to approve by: Meaghan Yarnold

Second motion to approve: Brianne Ayala

The minutes of the previous meeting were unanimously approved

# Approval of Agenda

Motion: Nooshi Borhan

Second: Kelly Ramos

Agenda was unanimously approved

# Open Issues

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| Item | Person(s) Responsible | Notes |
| Update on ASU activities | Jon Brito/Hector Moncada | * Focusing on things that can be done for students.
* Going with what Faculty suggest in regards of initiating events
* Working on some projects – Local resource page and promoting events - not specific to San Pablo and Richmond. Expanding on Wellness Central. Wondering if it can be integrated with Wellness Central.
* ASU talking with faculty and staff on procedure improvements
* Working internally how ASU runs and teach each other within
* Future events – planning things out
* Food drive for thanksgivings – with Food Bank of Contra Costa and Alameda Counties
* Student life provides resources and ASU promotes with what they can
* Comet Support Hub & counseling resource page went out to students as well
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| Update from the DE Committee + OER and ZTC updates | Maritez Apigo | * DE Updates 1. District wide DE council – making a change on Canvas to change display name which would appear in discussions and public settings within Canvas. Voted in favor to support inclusion on those with name preferences. 2. *WiFi challenges (issues with steps to connecting to WiFi) –* District is looking to see if the steps to connect can be simplified. 3. Comet Support Hub and Wellness Central – Mobile users can also access Comet support hub via InSite tile. Data was shared on page views and visitors.
* Comet Support Hub is getting about 1k clicks per month since launched. (Student Life and Career and Transfer data requested by Vanna). Wellness Central was recently updated to reflect new contact and referral dynamic form. Wellness counseling has been linked to every Wellness Central tab. Wellness Central data was shared. An average of a little over 100 clicks per week.
* OER/ZTC updates: Short ZTC presentation was done by Maritez. 12% difference in success with ZTC vs non ZTC. And 9% retention difference.
* $120,000 savings in one semester with expectation of that number rising. There is still funds available for ZTC.
* ZTC pathways – certificate or degree without need to purchase books.
* ZRC is being included in marketing and a page will be added to CCC website. Overview of draft was given.
* Question regarding adding low textbook cost as well. (below $20 to qualify as low textbook) – Committee is working on that currently but is a district wide decision. Consistent price cut off is something that is currently being voted on. There is movement on the idea.
* *Vanna – can we cross reference EOPS with ZTC/OER? Can EOPS be included in those marketing efforts?*
* *Kelly – Cost for access codes – is that part of the discussion for ZTC? Access codes is one of the things unable to purchase for the students.*
* Maritez – Committee working to get it down to zero
* Nooshi – Maybe we can survey faculty on how many have created readers that students purchase to see demand. Could use those numbers to give over to district.
* EOPS – Credit based support for students. For ESL it is important to make all courses ZTC because many students do not qualify due to those credit requirements
* Brandy – there are a lot of programs that have book loan program. Need to figure out a better way of managing textbook loan program.
* ZTE has long term impact long term (all students in class, every time faculty offers class)
* Can the book loan programs be listed under the Comet Support Hub.
* *Meaghan – Is it possible for class search to link out to resources where students can find their books?*
* If there was a space on schedule – there is a possibility of borrowing class sets for example. Students should be able to see their options.
* Kelly – hard to pin point a price but can try to turn the challenge around to faculty finding the best prices vs students.
* *Vanna will reach out to Kelly about faculty and text books and reach out to Brandy regarding the book loan programs.*
* *Students, please email Maritez your ZTC testimonials to* *mapigo@contracosta.edu* *– include name and major/educational goal.*
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| Update on progress to Return to Campus (status of soft launch on vaccine roll out | Jason Cifra – Brandy Gibson and Kelly Ramos in Jason’s absence | Questions: What does it look like? * ReadyEducation is the app that is being used for notifications to students, contact tracing
* App is currently held up in App Store but should be up and running soon.
* Focusing on submissions for vaccine proof requirement. Can be found on 4cd vaccine FAQs site.
* November 1st deadline for submissions. Failure to submit proof results in being unable to register for in person courses or access in person services.
* Faculty and staff deadline November 15th and will be uploaded through the same. Local 1 negotiations are still on going.
* Shelley—is there any follow up email? No follow up email unless rejected.
* Mr. Z – Have to be careful with submitting employee verifications. Must use @4cd.edu email to submit proof of vaccinations
* Submission of vaccinations is ongoing
* *Questions regarding enforcement and have some FAQs on our own website. Request to put out messaging maybe on student success webpage. Can add Jason to December meeting to talk in that regard.*
* *Question: Is there a way to check on InSite to see if your vaccine records were approved even if you didn't submit records through InSite?*

Links: <https://www.contracosta.edu/home/covid-19-information-for-ccc/><https://www.4cd.edu/covid19/vaccine-requirement.html#submit_proof> Virus Geeks Testing Mondays and Thursdays 10am - 4pmNov 15, 2021 - Jun 30, 2022 |
| Update on status of SLO Committee | Brandy Gibson | * Brief history of SLOs was shared with students.
* Nexus training in 19th of November
* Elumen assessment coming up
* Working on updating SLO handbook (Chapter 1 and 2 have been updated and will be reviewed Nov. 18th)
* Trainings are planned for 21-22 with recordings for those unable to attend trainings
* Major discussion on disaggregating data – How are we assessing and what are the outcomes coming up?
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| Student-centered Professional Development proposals presentation and discussion | Vanna Gonzales | * Vanna shared a brief overview of her 2021 Sabbatical Report – Putting Students First
* Highlight some of macro inequities that exist and what drives them in HS’s that pipeline into the community colleges as well as within them – what does that mean for different parts of the county? What is it that is holding back traction?
* Highlighted UCLA’s Academic Advancement Program and UC Berkeley’s American Cultures Engaged Scholarship Program.
* There are structural factors at play but there are also things we can do differently at our college to set students up for success, not only to attract students to our campus and retain them to matriculate with an AA degree but to set them up for success once they transfer—to pursue what is increasingly the gold standard, a BA/BS and possibly advanced degree
* One of the things for student success initiatives is to think about how to do better with what we have by leveraging resources
* Most colleges do these things through pathways – benchmarks for students where synergy can be found with goals.
* Those most prepared will get most funding (Biden infrastructure plan) and the need for strategic planning is key
* College President and leadership/administrators who can do this need support. Need to do things now to make the college more stable long term.
* Encourage for faculty, students, and managers and staff to take a look at proposals and recommendations.
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| Update Career and Transfer Center Student Success Services current roles and responsibilities  | Jason Cifra | *Next meeting*  |
| Pathways discussion related to student-focused initiatives (Presence on CCC website) | Evan Decker and Sara Boland | * Goal of Guided Pathways to streamline a system where students are able to better achieve their education and career aspirations.
* Engaging students – November 17th Student Focus Group 10:30am-12:00pm
* Guided Pathways Student Workgroup Committee 3rd Thursdays 3-4pm – please contact George Mills gmills@contracosta.edu
* Contra Costa College Academic and Career Pathways were presented.
* Work around contextualizing and align – ensuring students can move fluidly within majors
* Feedback was received in Spring 21 – resulted in removal in some of degree areas. Some descriptors have been added and will be surveyed and refined. (Salary and wages to be included)
* Next steps – Onboarding FYE group is working on orientation materials and integration of MyPath
* Professional development will be integrated
* Integrating Student Success team model
* Engage Marketing and Recruitment for finalized brand strategy – will have 3 draft to receive feedback on
* Continue student engagement and communication campaign – Focus group will ask students questions around onboarding, supports needed on campus, and courses/graphics (what do students want to see)
* Thanks to Dr. Mercado for her help in shaping how to shape this work for students!
* Questions that students interact with first are to engage the students more with those majors and have them thing about their interests.
* In the process of finalizing senior program coordinator for career services – should be finalized soon
* Senior program coordinator should be going out soon as well.

Links: <https://www.calpassplus.org/LaunchBoard/GuidedPathways.aspx> |
| Update on preliminary results of previous HIS grant as elated to student success | Mayra Padilla | Absent for this meeting. Item will be moved to next meeting.  |
| Public Presentations/Open discussion on topics for next meeting |  | *No public presentations* |

# Next Meeting

Next Student Success Committee will be held on December 2nd, 2021 2:00PM-4:00PM

# Adjournment

Meeting adjourned at