

Student Success Committee

Meeting Start Date and Time: November 6, 2014 2pm-3:30pm

Location: Library Conference Room

Attendees

Najia Azizi	Luci Castruita	Sandra Everhart	Luanna Waters
Dr. Susan Lee	Huong Vu	Jesse Gonzalez	Dr. Karl Debro
Dr. Mayra Padilla	Judy Flum	Dr. Rick Ramos	Kelly Ramos
Katie Krolkowski	Terrill Mead		

Agenda Item: Call to Order

Agenda item led by: Mayra Padilla

Called to order at 2:11pm

Agenda Item: Approve Agenda and Minutes

Agenda item led by: Mayra Padilla

Karl Debro motions to amend agenda to include an AB86 update by Rick Ramos moved to the first agenda item and Mission Statement to be moved to the end of the agenda.

Karl Debro motions, Luci Castruita seconds the motion

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes

Karl Debro motions to amend agenda to include the addition of selecting a subcommittee as an agenda item.

Karl Debro motions, Luci Castruita seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes

Karl Debro motions to approve the minutes with no corrections.

Karl Debro motions, Luci Castruita seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved
Students- approved
Motion Passes

Agenda Item: AB86 Update

Agenda Item led by: Rick Ramos

Objective: give general overview of AB86 (move towards integrating community college and adult ed) and how it effects our campus

Notes:

Not categorical funding anymore

Next Steps: setting up bridge program, offering transitional support, creating enrollment and advisement workshops, develop workshops to acclimate students to college expectations, creating pathways for students

Non-credit courses will get same FTE as college credit courses (college prep and career development) for 15-16 budget (will find out exactly when)

Programs like METAS will receive full FTES money

For more information on the upcoming projects surrounding AB86 and our college contact Rick Ramos at rrosos@contracosta.edu

Agenda Item: Finalize Mission Statement of the Student Success Committee

Item led by: Mayra Padilla

Karl motions to approve the following mission statement:

Build a culture of collaboration, data based inquiry, and **continuous improvement** on campus to increase student success outcomes for all students

Karl Debro motions, Luci Castruita seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes

Agenda Item: Creation of Working Group Deliverables

Item led by: Mayra Padilla

Objective: All groups that signed up as a liaison need to take it to their groups by the end of December

Notes: If you need support in prepping please let Mayra know by calling or emailing her or Kelly Ramos to setup a meeting time to prep

Equity Plan is on the following Meeting Agendas for December:

Management Council (Dec. 5th): Mayra Padilla & Karl Debro

Classified Senate Meeting (Dec. 5th): Kelly Ramos

In Progress:

Student Services Division Meeting: Najia Azizi

Counseling Department Meeting: Luci Castruita

Feedback & Ideas:

Sandra Everhart suggests that once a rubric is made we need to do a traveling roadshow to speak about the rubric and how it can tie into programs, use a FLEX activity to showcase the rubric and have an ongoing FLEX activity for updates and to get feedback

Mayra Padilla says we will need to start working on rubric to get a first draft in December

PARKED IDEA:Karl Debro suggests holding a periodic college hour once a month to hold meetings (no classes during that time so that we can meet). Perhaps take this suggestion to college council to ask for that to come back in light of equity plans.

Agenda Item: Equity Plan Review

Item led by: Mayra Padilla

Objective: Review the Equity Plan for edits

Notes:

We all need to agree that we suggest that the integration committee be tasked out with folding in the equity monies into the program review and budget allocation process in order to incentivize the work needed to be done and not create more work for departments (program review will have equity activities listed and departments will need to answer how program/services align if at all)

This body (Student Success Committee) will be responsible for providing data, research and resources that departments or individuals need to move forward with their equity activities

In regards to Equity Plan Report please look at the draft when we send it out later today, you have one week to send edits to Mayra before we present to college council. The individuals that will assist Mayra in presenting will be Rick Ramos, Luanna Waters and Kelly Ramos.

Feedback & Ideas:

Karl Debro feels comfortable moving forward with that as long as we get to approve the process developed by the integration council.

Rick Ramos states that we need to be conscious of how we are going to define success so it will not be unfair to certain programs who have successful cohorts, but may be small.

Sandra Everhart recommends that departments add what their accomplishments are relative to equity since the last program review, request for allocation funds, etc. if you want monies to be ongoing.

Katie Krolkowski states that we need to keep in mind that there will be people who may try new innovations, but may not be successful, but they can improve. We need to define success and encourage innovation.

Karl Debro would like to see funds being available for programs and services that are targeting our indicators instead of just opening monies for everyone to apply, wants it to be specific

Mayra Padilla states that as long as everyone is ok, we will as a committee, develop the rubric for funding

Sandra Everhart suggests having a tab on sequel (portal where we draw program review data) for Equity Plan activities and research. Suggests that we see if we can have something created that we can pull data for themes (activities), spot on S drive on what to do with data, link on allocation request on where to go for data

Mayra Padilla is working with district research now to find a home for the reports so people will be able to access their data **cue data example**

Agenda Item: Equity Budget

Item led by: Mayra Padilla

Mayra motions to extend time for budget discussion by 10 minutes.

Mayra Padilla motions, Luci Castruita seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes

Notes: For the first year we spent funding in instructional support in order to make impact across disciplines, tutoring is a link so decided to streamline tutoring. The administrative piece

has been pulled out of tutoring so faculty can work more on innovation and enhancing our tutoring program. We are currently working on developing group instructional support model for tutoring.

Luanna Waters motions to extend time on this agenda item by 5 mins.

Luanna Waters motions, Luci Castruita seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes

Feedback & Ideas:

Karl Debro is worried about monies being used in ways that may not align with our vision and activities.

Sandra Everhart suggests that we can add in that their activities must align with our criteria when applying for funding.

Mayra Padilla states that we can use the rubric to make sure that they follow guidelines.

Karl Debro states that we need to find a balance between overseeing and allowing person to be creative.

PARKED QUESTION: Luanna Waters asks: How will we know what particular populations needs what resources?

Student Success Committee Budget Brainstorm Notes:

Question: How do we want to spend our budget (\$40,000) to promote an environment of inquiry?

Sandra Everhart stats that whatever we do we need to make sure we frame it to tie into the mission and vision of college.

Karl Debro states that we need outreach to let campus know about what we do and what we are working on (outreach campaign) and why are we doing this.

Judy Flum asks how individual faculty can build off of this and what we are doing to promote the activites.

Rick Ramos stats that we must start building a family community (carino) and get people on board.

Sandra Everhart suggest that we hold meetings using CCC confer to allow those to login if they cannot make it physically to the meetings.

Rick Ramos suggests that instead of college hour we can make short presentation and videos to send out to the campus.

Luci Castruita suggest that we look at the results of the student engagement survey. Maybe looking at that data will give us a better idea of what to use the funds for.

Huong Vu would like to see more contributions from different departments because she feels that we don't have enough input from people to really make impactful decisions on the use of the funds.

Jesse Gonzalez feels we need to find things to attract students to get them engaged.

Luanna Waters states that the student body needs to hear more about what the college is trying to do for them so they can get on board or give input.

Sandra Everhart suggests that we send a survey to our students to get info on what mode of communication they would like us to use in order to get the word out.

Judy Flum suggests that we can we have research make an email survey we can all use to send to students in different courses.

Luanna Waters states that some students are not up to speed on D2L and neither or faculty, we need to get up to date.

Huong Vu stated that the ASU conducted a survey which asked what they could do to help them reach their educational goal and students asked for tutoring and faculty mentoring.

Mayra Padilla suggests that we may want to think about how The Hub can play a part in the mentoring piece.

Agenda Item: Meeting Adjourned

Kelly Ramos motions to adjourn the meeting at 3:31pm

Kelly Ramos motions, Karl Debro seconds

All in favor:

Classified- approved

Managers- approved

Faculty- approved

Students- approved

Motion Passes