

Student Success Committee

Meeting Start Date and Time: Thu 4 Sep 2014 2:30pm-4pm

Location: Library Conference Room (CRC)

Attendees

Jason Berner	Luci Castruita	Ed Cruz	Karl Debro	Carolyn Hodge
Susan Lee	Wayne Organ	Mayra Padilla	Agustin Palacios	Kelly Ramos
Rick Ramos	Luanna Waters			

Agenda Item: Call to Order

Agenda item led by: Mayra Padilla

Agenda Item: Approve Agenda

Agenda item led by: Mayra Padilla

Notes: need to revise the agenda to include the following:

- need to elect a committee chair
- need to make sure we include 2 reps from each constituency group
- review the charge of the committee

Agenda Item: Review the charge

Agenda item led by: Mayra Padilla

Notes:

- need to change the meeting dates and times, right now its scheduled for every 3rd wednesday of the month, if we keep it this way then we need to post the agenda on the website if we are going to hold it on alternative days
- need to touch base with the BSI and SLO committees to make sure we get their meeting minutes in order to make sure we can make appropriate recommendations
- we will specify vote by constituency group (1 vote per group)
- 72 hrs rule on all agenda items must be posted to website with attachments (must adhere to this if calling for a vote on an item) *need to clarify with Ellen how to submit and or post to website for our meetings
- Wayne informed us that we have until the end of the semester to get our procedures in line with Brown Act per the district

Action! work group formed to come up with the charge of the committee (mission)

Due date: September 30th by 5pm

Action assigned to: Karl Debro, Rick Ramos, Luanna Waters, Kelly Ramos

Notes: Must come up with mission of the committee by next meeting

Agenda Item: Confirm Committee Roster

Agenda item led by: Mayra Padilla

Notes: Since the charge of the committee has been changed the participants have been changing. We need to make sure that the participants are engaged and committed to the

mission and are willing to participate. We also need to make sure that we confirm the constituency's designated voting members. Faculty have designated Agustin Palacios and Luci Castruita as voting members. Classified has designated Kelly Ramos and she will work to find an additional member. Students have designated Luanna Waters and she will work to find an additional member. According to management council Catherine Fites and Mayra Padilla are the voting members, but Mayra will clarify and ask that Karl Debro be a voting member and Mayra will abstain from voting as she is the chair. We cannot vote on the committee chair at this time since we do not have voting members in place.

Action! Classified and Students need to have an additional rep for their constituency groups by the next meeting

Due date: October 2nd

Action assigned to: Kelly Ramos, Luanna Waters

Action! send out outlook meeting reminder for standing meeting for fall semester

Due date: Tuesday, September 9th

Action assigned to: Kelly Ramos

Notes: moved to the first Thursday of each month from 2pm-330pm

Agenda Item: Review Equity Plan

Agenda Item Led By: Mayra Padilla

Action! Will assist in writing the report with Mayra on Sunday, September 7th at Cafe Pascal

Due date: September 7th

Action assigned to: Karl Debro, Wayne Organ

Action! Send Basic Skills Meeting Minutes or summary for budget allocation to include in equity report

Due date: September 30th

Action assigned to: Agustin Palacios

Notes: Need to add information from Basic Skills Committee. Agustin says that the Basic Skills Committee is trying to move money from tutoring to use it in new ways: bringing counselors into classrooms, supplemental instruction, encourage initiatives (faculty that has innovative new programs that need startup funding)

Summary: Need to explain how we will be utilizing the \$300,000 equity plan monies and make sure our plan aligns with student success plans of the college. There are certain indicators that need to be looked at and we need to identify populations that experience the greatest adverse outcomes for each indicator. We need to develop strategies that address, mitigate, and monitor any disproportionate impact on student access and achievement. We also need to align institutional efforts on student success and equity to concentrate efforts on campus-wide goals: Student Success and Support Programs (3SP), Basic Skills, CTE Pathways (SB1070/CPT), AB86.

Agenda Item: Focus on structural priorities and activities that cut across disciplines and aim to have the broadest impact on student success

Agenda Item Led By: Mayra Padilla

Notes: Went over the activities and parked people's hunches or concerns regarding data (please see agenda item: Review Summary Sheets)

Agenda Item: CUE Equity Institute

Agenda item led by: Mayra Padilla

Notes: Wayne and Mayra discussed how the data and templates were put together from the CUE Equity Institute.

Agenda Item: Review Summary Sheets

Agenda item led by: Mayra Padilla

Notes:

Question PARKED HUNCH: data is off for ACCESS service area bc we are assuming that everyone wants to access or will access CCC (what about people who do not go to college, methodology seems like we are assuming everyone wants to go to college in our service area) Question asked by: Karl Debro

Question PARKED HUNCH: What is the goal we really want? Are we happy with 50% completing? Don't we want to raise the percentage rate for the highest performing group since it is not that great? Question asked by: Karl Debro

Question PARKED HUNCH: Are our students going from here to DVC and then transferring out or graduating since they offer courses that we do not have? (looking at degree and certificate completion and transfer indicators) Question asked by: Luci Castruita

Agenda Item: Discuss evaluation schedule and process

Agenda item led by: Mayra Padilla

Summary:

Need to make sure to add each constituency group to the Division meeting section.

Wayne will assist in the program review piece since we are test driving DVCs program review process that has us look at completion rates, success rates, etc. for courses.

Presenters for each area:

ASU- Luanna

Classified- Kelly

Managers- Mayra

Academic Senate- Wayne

Program Review- Wayne

Student Services- Luci, Vicki, Mayra

NSAS- Ed, Carolyn, Donna

LAVA- Susan

LA- Jason

President- Karl

ESL- Gabriela

Math- Ed

English- Jason

ISSUE: Since faculty is out during the summer, it does not seem realistic to ask for the evaluation during that time. It seems more realistic to complete the evaluation during the fall semester when all constituency groups are in attendance. *Please refer to the attached evaluation schedule for more information*

PLACE HOLDER- schedules will be pending per when the state needs the evaluations due.

Agenda Item: Closing Thoughts & Next Steps

Agenda Item Led By: Mayra Padilla

Notes:

*Everyone needs to look over the data and submit any corrections or ideas via email by September 9th to mpadilla@contracosta.edu

Closing Thoughts:

"In council of chairs Tammeil presented a template for developing a year long schedule. There was a group of people who felt that there would be a population of students that may be affected by this and maybe we should invite them to participate in this process"- Susan

"...Let's think of the schedule as a matrix of pathways that generate the schedule instead of the opposite, were we are basing the pathways on a schedule that has no coherence..."- Wayne

Agenda Item: Announcements- Around the Room

Agenda item led by: Mayra Padilla

Notes: No announcements shared

Meeting Adjourned at 4:32pm