

# GCCCD STUDENT SUCCESS COMMITTEE MEETING

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Thursday, April 24, 2014  
 Teleconferenced  
 Cuyamaca College – E-106  
 Grossmont College – Distance Learning Room

<b>MEMBERSHIP</b>	<b>Scott Thayer, VPSS, CC (co-chair)</b>	<b>Peter White, Interim VPSS, GC (co-chair)</b>
	Wei Zhou, VPI, CC	Katrina VanderWoude, VPAA, GC - absent
	Marsha Gable, Dean, Counseling, CC- absent	Howard Irvin, Interim Dean, Counseling, GC
	Nicole Jones, Counseling Chair, CC - absent	Kristi Kluka, Counseling Chair, GC
	VACANT, Instructional Dean, CC	Chris Hill, Sr. Dean, College Planning & Institutional Effectiveness, GC
	Alicia Munoz, Academic Senate President, CC- absent	Steve Baker, Instructional Dean, GC
	Lauren Halstead, Faculty Co-Chair, Basic Skills Committee, CC – absent	Sue Gonda, Academic Senate President, GC
	Victor DeVore, Supervisor, Admissions & Records, CC	Mike Reese, Instructional Dean, GC - absent
	Julie Duong, Student Representative, CC - absent	Nick Montez, Supervisor, Admissions & Records, GC
	Chris Tarman, Senior Dean, RPIE, District	Henry Gaudet, Student Representative, GC - absent
	Emily Smith, Consultant, Information Systems- absent	Brian Nath, Senior Director, Information Systems, District- absent
	Mary Eden, Interim Counseling Supervisor, GC	
<b>RECORDER</b>	Nicole Boyer	

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## 1. Review of Minutes from March 20, 2014 meeting

VP White called the meeting to order at 2:00 pm. Introductions were made, as the meeting was teleconferenced, to ensure everyone was accounted for. The committee had no changes to the March 20, 2014 meeting minutes.

## 2. SSSP Updates

S. Thayer reported that Cuyamaca has organized a workgroup to prepare a draft plan for SSSP, working with student equity and blending the two items based on the impact data provided by Chris Tarman. The original workgroup was called the matriculation committee; the 12 committee members stayed the same, but committee charge was updated. The workgroup will identify each program and the four areas it will address to determine goals and activities that will produce the expected outcome by next week.

C. Hill reported that Grossmont is getting ready to convene the workgroups. C. Hill met with the Student Services Council to discuss SSSP dollars along with a couple of supplemental people to create bulleted points for a working draft this summer. For the student equity plan, we are starting from C. Tarman’s report. C. Hill also discussed providing the SSSP plan to the Governing Board in September and added that the draft could be discussed between both campuses in August and the two senates could work on the SSSP plan together during their joint meeting.

S. Thayer said the SSSP and committee were exposed to the information in the fall of last year and it would be appropriate to create the actual draft. C. Hill added that both colleges have accreditation follow-up reports to complete. P. White recommended that the group meet 2 – 3 times this summer to review each other's SSSP and Student Equity Plan, when appropriate, to maintain an organized and consistent presentation to the Board.

P. White requested N. Boyer come up with tentative dates for a series of meetings of this group this summer.

### **3. Degree Audit for Students**

B. Nath requested the addition of the Degree Audit agenda item. P. White asked if there were any outstanding issues. V. DeVore replied that an IS consultant will work on the degree audit, but the current bugs in the system must be repaired. The committee has not yet met regarding the DARS for students and what it would look like, but are focusing on fixing those bugs first. S. Thayer added that he would like to discuss the BPA and findings at the next Student Success Committee meeting (May 15). The disclaimer was also discussed. If the access to the degree audit system is provided to students, something needs to be stated that the students will still need to see the counselor (disclaimer). Students with multiple majors may receive discrepancies. K. Kluka added that we need some type of language to indicate that a student will still need to meet with their counselor. Emily Smith is working on the image now, along with some other SSSP tasks.

K. Kluka announced that both Grossmont and Cuyamaca counselors have demoed the Saddleback program (degree audit software) and the response was favorable. The program is very comprehensive and reporting data is easily generated. All aspects are visible to student (associate degrees, transfer plans, etc.) semester by semester, and counselors can go in and make changes. If all counselors in the district are in agreement, K. Kluka suggests hiring Saddleback/vendor to create the homegrown plan for us.

K. Kluka confirmed that she will work with H. Irvin to schedule another demonstration, which will include adjunct counselor participation as well.

P. White asks if this group would make a formal recommendation to IS to assess and possibly adopt the software. The group agreed.

V. DeVore noted that he is participating in the Statewide Education Planning Initiative. The CCC Tech Center is looking for test pilot districts for one software program. The state pilot is being created from ground zero.

P. White requested that S. Thayer provide a copy of the Saddleback program video/audio presentation from the recent CSSO-CIO conference for the Student Success Committee members to view. S. Thayer will identify adjunct faculty member (Jorge?) and set up a scheduled (or proposed) time for the group to meet for a demonstration so we can catch up with what counselors have seen. N. Jones may provide Jorge's last name for follow-up.

### **4. Student Success Taskforce Update**

There has been no communication from B. Nath regarding the rescheduled date of the Student Success Taskforce. P. White will contact B. Nath about the DARS group meeting to evaluate next steps. K. Kluka recommended both evaluators and counselors from both campuses be included.

### **5. Cynosure**

S. Thayer said there was an issue in contacting the vendor at Cynosure to remedy the current 508 compliance issue. Paul Zimmerman (vendor) confirmed that it would be remedied, but we haven't received a firm deadline,

which was supposed to be live in October 2013. Due to the compliance issue, Grossmont's DSPS is offering alternatives through in-person orientations until an accessible orientation has been completed.

Donna Hajj (CC) finally received communication from P. Zimmerman (Cynosure) after several weeks. K. Kluka forwarded the email communication to P. White, per his request. P. White will follow up with Paul directly.

M. Eden also contacted P. Zimmerman to obtain user-friendly retrieval of student's initial Education Plans (Ed Plan). Paul responded that student retrieval of initial Ed Plan was unable to be completed at this time. When a student completes the online advising, the report is available to print, however, if a student does not print and retain for their records, the report disappears. K. Kluka suggested an email "receipt" of the student Ed Plans for their records. B. Nath was going to look into building the access back in for future reference, but this has not been completed.

P. White will speak with Paul regarding the accessibility of reprinting the initial Ed Plan and the possibility of a confirmation email with a copy of their Ed Plan.

Although several departments are interested in new orientation modules with Cynosure (Veterans, DSPS, EOPS, etc.), P. White suggests to not pursue additional orientations, but rather have Paul fix the current snags in the system including the long-promised accessibility "fix". K. Kluka added that the additional modules (specific to the special programs) will be an additional chapter to the orientations, all on the same initial student log-in. S. Thayer suggested it may be incentive to the vendor to fix the current bugs if we are interested in purchasing additional product.

K. Kluka also stated that several schools with Cynosure orientation modules are having compliance issues. P. White requested a list from K. Kluka so he may forward to his CSSO colleagues.

## **6. Roundtable / Other**

V. DeVore provided an update to SARS MIS coding and is working with IS to identify MIS data by June 9<sup>th</sup>. Emily Smith (IS) is working with Cuyamaca, and then with Grossmont to get MIS data submitted for next year. The groups were delineated to be sent to next month's DCEC then to the Governing Board. The latest version includes changes from the state with the current practices.

S. Thayer reported that enrollment priority will be a conversation piece for student success. The FYE groups moved to Group 2, and they would stay in Group 2 for just the first year. Student Athletes would stay in FYE into 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> semesters. The discussion for priority registration for athletes is on-going. C. Hill requested that priority registration is added to the agenda for next month.

P. White adjourned the meeting at 2:45 pm.

### Next Meeting:

Thursday, May 22, 2014  
2:00-3:30 pm  
Cuyamaca College  
C-145 (Library)