

# GCCCD STUDENT SUCCESS COMMITTEE MEETING

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Thursday, May 15, 2014  
Via Video Conference

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

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S. Thayer called the meeting to order at 2:14pm.

**1. Review of Minutes from April 24, 2014 meeting**

Review and approval of minutes from April were deferred.

**2. SSSP Updates**

**a. SSSP Plan**

**B. Student Equity Plan**

C. Hill reported that Grossmont College is planning to have the contents of the SSSP plan ready by the end of the month. The plan will be vetted at the end of the summer through the Academic Senate. She reported that during the joint senate meeting (during Professional Development Week), both senates will review the individual plans.

S. Thayer reported that Cuyamaca College is targeting September to submit the SSSP to the Governing Board, with will also include the Student Equity Plan.

C. Hill reported that several persons from Grossmont College will be attending the Equity Institute in Los Angeles on May 29-30. Work will be done on the plan at the institute with the hopes of walking away with a draft student equity plan.

Regarding the Student Equity Plan, C. Hill reported that a work group has been formed. A similar work group has been formed at Cuyamaca College. A template of the worksheets for each area of focus has been distributed for people to start thinking about their goals and activities. Each group is being encouraged to identify and brainstorm activities that could be included in the Student Equity Plan. C. Hill expressed her concern that it doesn't feel like people are fully engaged with the process.

C. Tarman informed committee members that the State made an error on how they were pulling the transfer data reporting completion rates. A corrected and updated report will be sent to both President's Cabinet members and the Chancellor. He is continuing to work on different matrixes for disproportionate incomes, creating one table for both colleges. The Scorecard data has already been incorporated into the transfer data report. C. Tarman also reported that his office is moving to creating one KPI report for the district which will encompass both colleges.

### **3. Student Success Taskforce Update / Future meeting dates and times (Nath)**

B. Nath reported that the Taskforce group has not met since identifying the MIS data, and has not been able to schedule a meeting for April or May. After much discussion, it was agreed that the Taskforce would meet every Monday at 2:00pm via video conference. Discussions of the Taskforce will include the online degree audit for student as well as creating an online comprehensive education plan for students.

### **4. Business Process Analysis (BPA) for Student Services Update (Thayer)**

B. Nath reported that he has met with the College Presidents, the Vice Presidents and the facilitator of the Business Process Analysis to discuss the needs of both colleges for the degree audit process and the comprehensive education plan. While it was agreed that each college would like both, it may take some time to implement both programs.

S. Thayer informed committee members that the degree audit was the core item during the BPA, since the program would encompass the student's complete matriculation, beginning with admissions all the way through to graduation. He mentioned that students would have access to the degree audit, and while it will not take the place of counseling and/or an advisor, it would be used as a tool for the student, and would encourage them to make an appointment with a counselor or an advisor.

There was much discussion regarding students' use of the program and the usefulness of the program. If comprehensive education plans can be stored electronically, students could print their individual plan prior to meeting with their advisor. It was noted that the degree audit planning would serve as an "overlay" of the education plan, but the degree audit needs to be accurate. It was noted that the colleges already have the audit program, and is used in counseling, but it is currently not released to the student.

S. Thayer announced that the colleges would like to launch the degree audit system as a pilot, but the information would have to be accurate. B. Nath noted that the program was designed for counselors and

evaluators and not for use by students. S. Thayer noted that a comprehensive education planning software would be the most beneficial, but very expensive. The colleges have UDirect which is beyond the degree audit program. He noted that Saddleback College uses UAchieve, which is the same education planning software that we currently use.

There was agreement that the colleges like the Saddleback program for the comprehensive education planning piece, but for a long-term solution, another software program for education plans would have to be acquired. B. Nath commented that the Taskforce would discuss the processes for implementing the education plan, and determine a timeline of priorities.

C. Hill and V. DeVore volunteered to capture the highlights of the Taskforce meeting(s) to capture the list of priorities set by the Taskforce.

S. Thayer reported that the committee and taskforce will start working on the BPA recommendations. B. Nath stated that the focus will be on establishing the education plans before working on an electronic transcript.

#### **5. Call for Pilot Colleges / Draft (Thayer)**

S. Thayer informed committee members that Victor DeVore is on a statewide student initiative plan committee. This committee is looking for colleges to participate as a pilot college to implement some of these initiatives.

C. Hill expressed her reluctance on taking on anything new at this point, for fear of getting over extended.

V. DeVore suggested that, perhaps, the colleges could serve as pilot colleges for the student services portal, which is being discussed in greater detail at a later time. He informed committee members that the State Chancellor's office will provide tech support for this new project, which should be sometime in 2015. When that time comes, it was recommended to share this opportunity with the Chancellor's Extended Cabinet members.

#### **6. Summer Meeting Schedule: June 19; July 17; August 7**

S. Thayer reviewed the schedule for the summer GCCCD Student Success Committee meetings. The dates are Thursdays, June 19; July 17; and August 7. Each of the meetings will be via video conference: Cuyamaca College, I-107; Grossmont College, Distance Learning Room (70-066).

Meeting adjourned 3:24pm