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**Student Success Committee**

Thursday, October 15, 2015

Video Conference Meeting

**MINUTES**

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| **MEMBERSHIP** | **Scott Thayer, VPSS, CC (co-chair)** | **Marsha Gable, Interim VPSS, GC (co-chair)** |
| Wei Zhou, VPI, CC - absent | Katrina VanderWoude, VPAA, GC - absent |
| Nicole Jones, Interim Dean, Counseling, CC | Martha Clavelle, Dean, Counseling, GC - absent |
| Jesus Miranda, Interim Counseling Chair, CC | Renee Tuller, Counseling Chair, GC |
| Alicia Munoz, Academic Senate President, CC -- absent | Chris Hill, Senior Dean, College Planning & Institutional Effectiveness, GC -- absent |
| VACANT, Director, Admissions & Records, CC | Wayne Branker, Supervisor, Admissions & Records, GC |
| VACANT, Academic Dean, CC | Mike Reese, Academic Dean, GC |
| Jessica Yakou, Student Success Coordinator, CC | Tate Horvitz, Academic Senate President, GC |
| Chris Tarman, Senior Dean, RPIE, District | Susan Schultz, Faculty, GC - absent |
| Brian Nath, Senior Director, Information Systems, District | Aaron Starck, Dean, A&R/Financial Aid, GC -- absent |
| Lida Rafia, Associate Dean, Student Success and Equity, GC | Natalie Ray, High School/CTE Partnerships Program Director, GC |
| Mary Eden, Counseling, GC - absent | Dave Dillon, Counseling Faculty, GC |
| **RECORDER** | Gwen Nix, CC | |

Others present: Kate Alder, Dean, Career Technical Education, CC; Eric Lane, Information Systems, District; Laura Murphy, Information Systems, District; and Diana Barajas, High School, CTE Partner/Middle School Connections Coordinator, GC.

Scott called the meeting to order at 2:10 p.m. Introductions were made.

Scott introduced Ms. Sierra Kiner with Civitas Learning, Inc. who provided an overview of the program and technology related to student success, equity, and student support programs. Ms. Kiner provided a brief overview of some of the components of Civitas in which student data could be unified in an institution-specific approach. Civitas Learning Inc. is currently serving 850 campuses which encompass 2.7 million students and 14 million student records. She highlighted 3 different models of the program: Illume, Degree Map, and Inspire. Each aspect of the program would be individualized to the institution and to its students.

If utilized, Civitas Learning would require access to data from IS and work from Institutional Advancement. They would work as a cloud-base service. There were questions as to costs for initial start-up and annual licensing. Sierra reported that it was approximately $50,000 for startup fees, and while licensing fees are based on FTE, it would cost the District approximately $140,000 annually for the Illume program. If the District chose to utilize other programs, costs could be bundled.

**1. Enrollment Management / Outreach Coordination**

Concerns had been expressed from the Grossmont Union High School District as to the confusion their students were having when it came to the matriculation processes for both colleges. Scott informed committee members that the outreach teams from both colleges met to discuss delivering matriculation services at the local high schools. Historically there have been 5 feeder high schools for Cuyamaca College, and 7 targeted high schools for outreach at Grossmont College. This was based on information from Institutional Research which identified trends of high school students entering college. Clarification is needed for which colleges will be providing matriculation services at each of the high schools. As a result, there is a need to coordinate efficiency of outreach efforts to the area high schools.

Scott would like the two teams to come together for another meeting to discuss the core matriculation services to high school students and the general outreach efforts to the area high schools. He has been tasked by DCEC to bring back a recommendation regarding outreach coordination. This information will also be part of the East County Education Alliance. Marsha announced that she had not had time to meet with her outreach group to discuss this issue, but will do so before the next DCEC meeting. Scott would like for this meeting to be in person and to include all the outreach staff from both colleges. He expressed the necessity of standardizing the outreach efforts from both colleges in order to present a cohesive message to the high schools.

Scott will work with Marsha in coordinating a meeting with outreach staff to discuss the matriculation processes with the local high schools. There is a need to have a plan, move forward, and avoid any future confusion.

Nicole informed committee members that Cuyamaca College is waiting for dates from the area high schools. Jesus asked the Grossmont College outreach team for clarification as to what department area outreach is coming from, and what is the clear line of reporting. Dave suggested having someone is the District leadership address the competition between both colleges especially in chasing FTES. While both colleges have FTES goals, the overall goal of FTES rests with the District.

**2. Student Services Technology Taskforce**

There was discussion regarding the future of the Technology Taskforce. While most of the technology needs have been addressed, it was suggested that any future discussions could be made during this meeting. Scott recommended keeping the taskforce meetings on the calendar, for now, while phasing out the meetings.

Meeting adjourned at 3:40 p.m.