



## STUDENT SUCCESS COMMITTEE

Thursday, February 18, 2016  
Griffin Gate, Grossmont College

### MINUTES

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

#### 1. Discussion: Date and Time of Meeting

Katrina welcomed committee members. She announced the committee, this year, will be co-chaired by herself and Scott Thayer. Introductions were made around.

There was discussion regarding the best approach of this committee and the best way to move forward now that the Student Success & Support Plan and the Equity Plan for both colleges are in the process of being implemented. Both fall under the umbrella of the Achieving the Dream initiative. Some committee members would like to change this to a physical rather than a video-conferenced meeting.

No decision was made regarding the future of the meetings, whether they will continue as a video-conference meeting or change locations each month for face-to-face meetings.

## **2. Charge and Composition Review**

Scott reviewed the charge and composition of the committee. He informed committee members that this group evolved out of the student success initiatives and the establishment of the priority groups for registration. He also reminded committee members that this body reports to DCEC. There was discussion about the committee being eliminated or being absorbed within the Achieving the Dream initiative. There was also discussion about whether this committee should take over the work of the ATD once the initiative are implemented. There were also questions about what groups should be reporting to this committee. It was suggested this committee become a District Student Success Council since there has been district-wide implementation of the new initiatives, with reporting groups such as ATD, SSSP, and Student Equity. It was also suggested, if this committee does become a council, work groups and ad hoc groups could be extensions of the work being done across the district.

For the committee composition, it was agreed to add the Admissions & Records District/Administrator and the new SSSP Coordinators from each college.

## **3. Pilot Application: Education Planning Tool**

Dave informed committee members that he will be meeting Brian, Courtney, and Nicole tomorrow at 1:00 p.m. to discuss and review the state-wide education planning software and suite with the student web portal. There was discussion as to who determines the priority of projects that are currently underway and what resources are available to make them a reality. Committee members agreed that this needs to be a high priority because of the consequences of not having it available for students. Questions were raised as to where do the student success priorities rest, if it's with this committee or elsewhere.

## **4. Student Success Technology Progress Report (timeline for current technology priorities)**

Concerns were expressed regarding the technology taskforce being merged with the regular committee meetings. It was noted that the taskforce was created as a result of last year's student services BPA. Brian commented that the taskforce could be reconvened if necessary.

## **5. DARS for Students (Nath)**

Deferred.

## **6. Drop for Non-Payment Information**

Brian distributed a handout for the current process that is being following for dropping students for non-payment. Concerns were expressed regarding changing the date for drop for non-payment and the impact that it has for students and for staff that are "in the trenches". Brian noted that the date was decided through the Date Impact Team, and information is passed on to staff. It was noted that more communication needs to be made to the students to make them more aware of the impact of drop for non-payment deadline.

## **7. MIS Data Reporting (tracking exceptions)**

With future state funding being tied to data reporting, it was noted that there are students that are not required to complete the assessment process. Since funding will be tied to the comprehensive education planning piece, there needs to be a code for MIS reporting for students that are exempt. Brian will ask Nicole Boyer to schedule a taskforce meeting to discuss the MIS data tracking exemptions.

## **8. Outreach Coordination Update**

Scott informed committee members that work is being done to coordinate the high school outreach efforts between the two colleges. Jessica reported that in the past, there has been very little, or no,

coordination with both colleges conducting orientation and assessment at the same high schools which has been causing the students to be confused as to which college they should attend. Committee members stressed the importance of having District representation and college specific information. Scott reported that the colleges reached an agreement of having select feeder schools to focus their outreach and assessment efforts. In the GUHSD, Cuyamaca College will have 5 schools, and Grossmont College will focus its efforts on 7 high schools. Both colleges will be at the Adult School on March 5. Information on workforce development and CTE will be presented. Scott also informed committee members that an orientation template is being created for the spring in the form of a PowerPoint presentation. Cross-training will be conducted for both college outreach teams.

There was a question as to who was coordinating the outreach efforts at Grossmont College or what department it comes under. Those decisions are currently being discussed.

### **9. Academic Calendar Update (Registration)**

Scott informed committee members that the Academic Calendar Committee will be meeting again in the spring to plan for the 2017-2018 calendar year. He informed committee members that the committee agreed not to plan a 2-year cycle due to the conversations taking place regarding a compressed calendar. Tate announced that the vetting processes and timelines have been reviewed with the Chairs and Coordinators. Grossmont's Academic Senate has endorsed a compressed calendar, and is currently waiting for Cuyamaca's Academic Senate decision. In Tate's estimation, a compressed calendar could take several years to fully implement. Nicole also noted that changes to the calendar could impact contractual employees.

### **10: On-Line Counseling**

Dave informed committee members that a vendor has been selected to provide online counseling services for students. He participated in a webinar that provided information on the online counseling and the support services it can provide for online students. There is also a state-wide group looking at software for online counseling support. Brian expressed some concerns about the lack of securities in place to authenticate log-in, especially if students will have single sign-on capabilities.

### **11. Disqualification Process**

Brian informed committee members that Laurel will write up the procedures for the disqualification process for students. Aaron noted that this will be particularly important as new regulations regarding the loss of BOG waivers is implemented next year. It was noted that students will be dropped the Friday before the semester begins. It was reported that approximately 1900 students were disqualified and 200 petitioned for re-admission. It was noted that students are kept in their classes unless they complete a petition. Brian suggested that a new flag may need to be created for BOG disqualification. Wayne recommended that some processes need to be in place for students who have been disqualified so they do not have to sit out for a semester.

The meeting was adjourned at 3:42pm.