



## STUDENT SUCCESS COMMITTEE

Thursday, June 16, 2016  
Grossmont College, Distant Learning Room, 70-066

### MINUTES

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

Scott Thayer called the meeting to order at 2:10 pm.

#### 1. Disqualification Noticed Mailed to Students (Nicole)

Nicole reported that disqualification notices have been mailed out to students. She also reported that a petition/appeal process for students who have been disqualified is in development. And there will be a different process for students who have been disqualified and are part of categorical programs.

Counseling staff is having to explain to students the difference between being disqualified and the loss of the BOG waiver. They are encouraging students to stay in contact with Financial Aid regarding the loss of the BOG waiver.

Chris questioned the rationale of disqualifying students in the first place, noting that if students don't go there, they will be attending another college in the area. Disqualification also doesn't align with the ideas of student success, enrollment management, and retention.

Nicole informed committee members that Cuyamaca College counselors will be calling students who have received the disqualification letter to encourage them to come in and meet with a counselor. They're also encouraging the student to go through an appeal process. She noted that for students who are being disqualified for the first time have a better opportunity to be reinstated. Cuyamaca will also be providing workshops for students who have been disqualified. They will be held at the end of June and the beginning of July. The workshops will also be for categorical program students.

Wayne questioned the petition process for both colleges. He noted that most petitions are based on the same regulations, either state or federal, and inquired as to whether each college would accept the recommendation of the other college with decisions made during the petitioning process.

There was agreement with committee members that the wording for the disqualification letter needs to be revised. It also needs to provide information that could be helpful for the student. Nicole asked about the SARs alert. Brian gave a brief review on what it hasn't been implemented, primarily due to a lack of faculty "buy-in". Nicole informed committee members that Cuyamaca has the faculty to lead the charge for SARs early alert at Cuyamaca. She suggested it being piloted on a small scale. Brian informed committee members that it will take some time to build and code the system. Brian agreed to investigate what's been done with the early alert system. Amir commented that the work being done is through Grossmont's ATAC committee. It was agreed that Nicole, Amir and Brian will be part of the work group to plan the future of the SARs early alert.

## **2. Probation Notifications (Sheryl, Nicole, Amir, Wayne)**

Wayne announced that the loss of BOG BP/AP will go before the Governing Board next Tuesday at its monthly meeting. This will keep the district in compliance with the State Chancellor's office. Sheryl informed committee members that a revised petition is going through the vetting process; both colleges will be aligned with their petitions with some minor variations that are specific to each college. It was noted that if a student has already registered for their classes before they were notified of the loss of BOG that they will still be eligible for the waiver; if they receive the notification before they register for their classes then they will lose the BOG. It was noted that next year the report for loss of BOG will be run much earlier and this situation should not repeat itself for next year.

Wayne informed committee members that the process for probation notification will stay the same for this year. Revisions will be made for the next academic year.

### **3. Summer/Fall Registration: Dates & Impact**

Scott proposed to council members that possibility of students registering for fall classes at the same time they register for summer classes, which would push fall registration to April 2017. This would be for the 2017-2018 academic calendar. The reasoning is that students are already here at the college and can register for their classes before they leave for the summer.

Moving up the registration dates would also move up all fall activities, with applications being available in December. High school matriculation would also be completed in time for first-time students to register for their classes. It was suggested piloting this process for the spring since it involves less students and not as many “layers” of various student groups.

It was noted that these suggested changes would be affected if the compressed calendar is adopted by the district. Both academic senates have endorsed the compressed calendar. Committee members agreed to leave the schedule as it is until the compressed calendar is activated. They also agreed to review any data that may be available to see if moving up the registration date for this cycle was helpful for students, i.e. if more students registered for their classes during their priority period.

Scott noted the Academic Calendar committee is working to align the district’s academic calendar with the local high schools so that, in the future, the summer session at the colleges would be begin until the local high school’s academic year is completed. Sheryl requested that a representative from Admissions & Records be included on the committee to provide information on the impact that the academic calendar could have on other departments within Student Services.

### **4. Registration Groups and Definition of a Fully Matriculated Student (Courtney)**

Courtney expressed some concerns to the committee regarding high school students that are fully matriculated, but instead of being in a higher priority registration group, they have been assigned a lower (group 7) priority registration group. It was noted that these first time students, when they register for a summer class, they’re being considered a continuing student with 0 to 12 units. It was also noted that concurrently enrolled students are also being bumped into a higher priority group. Courtney had data reports that reflected the priority registration problem.

Brian noted that some re-coding needs to be done. He asked the committee for some time to work on the situation.

It was also suggested that, perhaps, a reordering of our priority registration groups may be in order, but the change would have to go through DCEC.

Brian will add this to his task list. He also asked that a small workgroup be formed to discuss the matriculation issues with coding. Wayne and Courtney from Grossmont College, and Sheryl and Mary from Cuyamaca will be a part of this work group.

### **5. Update on the status of the Business Analyst/Student Success Technology Manager position (Dave)**

Brian reported that the position has been reviewed and approved for classification. Posting for the position should go out next week. Brian will be contacting original screening committee members to re-engage the committee.

Brian demonstrated the link for open classes through the District's website. The list will be updated every 2 hours. The link is: <http://www.cuyamaca.edu/services/admissions/open-courses.aspx> .

It was suggested adding the link to the WebAdvisor page. Brian will add the link and notify committee members when that's completed.

The meeting was adjourned at 3:40 p.m.

The next meeting will be September 15, 2016.