

VENTURA COLLEGE

Student Success and Support Committee - Minutes

Student Services Conference Room

January 22, 2014

Present: Susan Bricker, Margaret Dominguez, Leslie Drayton, Guadalupe Guillen, Karen Harrison, Kim Karkos, Victoria Lugo, Stephen Manriquez, Corinna McCoy

Absent: Gloria Arevalo, Barbara Barajas, Sabrina Canola, Alex Kolesnik, Kelly Peinado, Eric Martinsen, Kay Snow, Dan Walsh

Guests: Dr. Patrick Jefferson, Jenna Garcia, Heather Aguailar, Saliha Sha

Recorder: Tricia Bergman

Minutes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
Welcoming of Dr. Patrick Jefferson, EVP	Victoria welcomed Dr. Jefferson and said how pleased the committee members were to have him attending today's meeting.			
OLD BUSINESS				
Approval of Minutes	By common consensus the minutes of the October 16, 2013 meeting were approved.			
Follow up on My-Math-Lab Testing Prep	As a follow up to Alex Kolesnik's demonstration of the "My-Math-Lab" from the October meeting, Victoria asked Matriculation Specialist, Steve Manriquez, if the pilot program has begun. He said it has and that the students are benefiting from it. Dr. Jefferson asked at what point the students received the My-Math-Lab information and when they received it did they take it with them or did they immediately take the math lab prep test and return to take the math assessment test. Steve said the students do receive the information before taking the assessment test. He went on to say that if a student is in a hurry to get into a class they will take the math prep test immediately, but that most students will take the information and come back at a later time. Susan added that the Welcome Center needs the information regarding My Math Lab Testing Prep so that Gema Espinoza, Student Outreach Specialist, will have it before she goes out to the High Schools. Victoria pointed out that the information is on the website, however it is not linked to Admissions and Records	Homework for Committee Members: Access website link to My-Math-Lab and take the test.	February 19 th SSSP Meeting	

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	<p>nor the Welcome Center and needs to be uploaded as soon as possible.</p> <p>Saliha asked if the academic counselors were instructing the students on how to access the website and were there any training classes available to help the students better understand how My Math Lab works. Guadalupe said that the counselors were aware of it.</p> <p>Dr. Jefferson asked that the members of the committee log onto the website and take the My Math Lab test themselves in order to have a better understanding on how it works, specifically, a homework assignment for the next committee meeting.</p> <p>Karen Harrison wanted to know what the time-frame was when Gema goes out to the high schools. Susan said Gema has already started visiting high schools, 22 specifically, but there had been a slight delay because of the CCC-Apply conversion. Karen asked if there was time to get the information to the ESL high school students and added that she would be happy to accompany Gema to the high schools.</p> <p>Victoria shared that there is an upcoming High School Counselors Exchange on March 7th in Guthrie Hall so the information would be available at that time as well.</p>			
NEW BUSINESS				
Invitation to join demo of "Grades First"	<p>Victoria shared that Dave Fuhrmann from the District Office will be doing a demonstration of the Grades First program on February 4th at 9:00 a.m., location to be announced. She shared that Scott Brewer, one of the new Academic Counselors had used this software at Santa Barbara City College and said it was a great integrative program that incorporates scheduling, early alert, and is easily accessible for faculty use. The program will also collect data that the State requires now in order to continue receiving funding for community college programs.</p>			
Pilot with Basic Skills	Victoria shared that Academic Counseling and Basic Skills are	Create an		

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Committee on Directive Counseling	<p>piloting an in class counseling workshop for students with basic skills needs. She added that the intent of this collaboration is to help the students establish relationships with individual counselors and to secure earlier interventions with them if the need arises. Guadalupe said Corey Wendt and Jose Gutierrez will be working with students who have been identified and there will be specific hours set aside to counsel with these targeted students. Dr. Jefferson asked what specific areas are being identified with basic skills. Victoria said that Kathy Scott will be giving us a list of the classes. Dr. Jefferson questioned if an evaluation matrix has been created for tracking purposes to determine if the collaboration will make a difference on the students' success. Victoria said that we will create one for that purpose. Dr. Jefferson added that including student demographics in the evaluation plan would be a good addition as well. He went on to say further that intrusive counseling does work and the more we can retain students, the better the outcome will be for the college for funding future programs and retaining current ones.</p>	<p>evaluation matrix for tracking basic skills students' success with Directive Counseling</p> <p>Kathy Scott will give committee a list of specific areas identified with Basic Skills</p>		
Ideas on Strengthening the Committee by Dr. Patrick Jefferson	<p>Dr. Jefferson said he wanted to gather some general background information from the committee members, specifically what activities have been initiated by the committee, what are their short-term and long-term goals and objectives, and what are some specific projects the committee has been focusing on.</p> <p>He shared the following ideas with the committee:</p> <ol style="list-style-type: none"> 1. What has the committee be doing and what has it accomplished over the past several years? 2. What are the opportunities available for funding activities for students and what has been going on in those areas. 3. Concerning student interventions over the past five years, have connections been made and is there a strong drive for student success? 4. Are we getting out and collaborating and connecting with the students. 5. He handed out a Student Success Scorecard data sheet and asked the members to see what jumped out at them. He said he would like to start training next month on identifying what needs the committee wants to focus on and specific ideas to implement in the upcoming Fall and 	<p>Committee members communicate with one another (either by phone or email) to discuss ideas on what to share at the next committee meeting.</p>	February 19 th meeting	All Committee Members

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	<p>Spring semesters. Also, he would like to create a "cycle" that a) evaluates an idea; b) acts on the idea; c) evaluates the results; and, d) when completed, hand off the results to the department for which it was created and then begin a new idea and start the process over again as new ideas are created.</p> <p>Dr. Jefferson asked the committee members to communicate with each other (either by phone or email) and come up with two or three areas they would like to focus on and discuss at the next meeting.</p> <p>After Dr. Jefferson's left the meeting, discussion followed. Topics discussed were: 1) the importance of documentation; 2) Dr. Jefferson's vision on giving onus back to the classroom faculty so students will feel comfortable speaking with their instructors; 3) becoming aware of what many students are dealing with in their lives outside of the college, and frustrations they may have integrating two cultures at the same time while attempting to be successful in getting a higher level of education; 4) Corina and Leslie spoke about Dr. Simon's ideas she shared in her workshop they had attended wherein she addressed topics such as activities to involve and improve student success rates in high-risk barrier courses, how to improve learning outcomes, how to increase services for the transfer and career centers, and many new academic support services available to students. Dr. Simon heads the USC's Center for Urban Education.</p> <p>Further discussion included the need for a student union of some type where students would be able to come together to discuss and share topics which may entail restructuring the cafeteria area.</p>			
Items for Next Meeting	<ol style="list-style-type: none"> Members will reassess their goals and objectives for the committee and bring their ideas to the February 19th meeting for evaluation and discussion. Discuss the outcome of the My Math Lab homework assignment. 			

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Adjournment	Meeting adjourned at 3:58 p.m.			
Next Meeting	February 19, 2014 @ 3:00 p.m.			