



# Student Success Committee (SSC) Agenda

March 9, 2016 1:30-3:00

**Charge:** The Student Success Council is a governance committee responsible for making recommendations to the Vice Presidents on initiatives that emerge through the college planning and program review process. In addition, the SSC assists in advancing the goal of integrating and optimizing plans, initiatives and resources to continuously improve our students learning and support experience.

**Membership:** Representative College Governance Committee-- 9 Faculty + 9 Non-Faculty (1, Student; 4 Classified; 2 Supervisors, 2 Administrators) as voting members

Voting Members						Non-Voting Members			
1	Athletics, Health, Kinesiology & Applied Science	Steve Mooshagian		Classified	Tricia Bergman	VP Student Affairs Co-chair	Patricia Ewins		
2	Career Technical Education	Robin Douglass		Classified	Yessica Noriega	VP Academic Affairs	Kim Hoffmans		
3	English, Communications & Learning Resources	Tania De Clerck		Classified	Felicia Torres	Equity/Effect Dean	Phillip Briggs		
4	Life & Political Science	Ty Gardner		Classified	Richard Torres	Faculty	Alex Kolesnik		
5	Math & Sciences	Lisa Anderson		Student	Joanamarie Kraus	Classified	Peder Nielsen		
6	Student Services	Paula Munoz		Administrator	Lynn Wright	Grants	Bill Hart		
7	Arts & Humanities Faculty	Vacant Eric Martinsen		Administrator	Karen Engelsen	Administrator	Gwendolyn Lewis Huddleston		
8	Faculty	Kammy Algiers		Supervisor	Alma Rodriguez	Administrator	Raeann Koerner		
9	Faculty Co Chair	Corey Wendt		Supervisor	Arlene Reed	Administrator	Dan Kumpf		
<b>Guests</b>						Administrator	Will Cowan		
						Administrator	David Bransky		
						Administrator	Kathleen Schrader		
						President	Greg Gillespie		

Agenda Items	Discussion Notes	Action?	Date?	Who?
<b>I. Welcome and Approval of the 2/10/16 Minutes</b>				
<b>II. Reports from SSC Advisory Groups</b>		<b>3 minute updates</b>		
a. Basic Skills Advisory Group-Lynn				
b. Equity Advisory Group-Phillip				
c. 3SP Advisory Group-Karen				
d. Velocidad				

Agenda Items	Discussion Notes	Action?	Date?	Who?
<p><b>III. ATD Implementation Plan –</b>  ---Final Due Date: April 29, 2016  ---Aim for Date: March 30, 2016</p>	<p>Brainstorm ideas and assign Teams and/or Leads to write:</p> <p><b>--Vision</b>  <b>a)</b> Briefly outline your overarching student success vision. <i>Note that this vision should be your ideal for how students will experience your college. It should include overarching, achievable goals that will act as key milestones as your college moves towards your student success vision.</i>  <b>b)</b> Briefly describe your systemic change priorities that will help your institution achieve its student success vision. We recommend you identify 2-3 priorities. Each priority will likely be comprised of multiple student success efforts that work together to achieve systemic change. <i>Note: A student success effort is defined as a policy, practice, or procedure designed to reduce or eliminate barriers to students' progress and ultimate success in education and the labor market.</i>  <b>c)</b> Provide a visual representation of how your priorities and related interventions work together to achieve your student success goals and vision. Please submit this visual together with your completed Implementation Plan.  [Recommend 300 – 500 words.]</p> <p><b>--Evidence</b>  Provide an overview summary of the major findings from the analysis of quantitative and qualitative student outcome data that informed the selection of your student success priorities and efforts.  [Recommend 400 – 600 words.]</p> <p><b>---Engagement</b>  Describe your efforts to increase the breadth and depth of engagement with college stakeholders over your institution's planning period. How effective were these activities in engaging new stakeholders or deepening engagement? What strategies do you plan to adopt to broaden and deepen engagement over the coming year to build upon your successes?  [Recommend 400 – 600 words.]</p>	<p><b>20 Minutes</b></p>		
<p><b>IV. What's the Big Idea? (Priority 1)</b></p>	<p><b>"College Course Ready by the End of Year One or Before"</b>—working title</p> <p><b>Priority Goal:</b> To have all students assessing into pre-college level math and English courses ready for transfer level coursework by the end of their 2<sup>nd</sup> Primary Semester or before.</p>	<p>Vote:   Yes---  No---</p>		

Agenda Items	Discussion Notes	Action?	Date?	Who?
	<p><b>Objectives to Reach the Goal</b></p> <ol style="list-style-type: none"> <li>1. Students will be assessed with <b>multiple measures</b> to assure the most accurate and necessary class placement</li> <li>2. <b>Curriculum</b> will be in place to facilitate accelerated/compressed skill acquisition</li> <li>3. <b>Students will participate</b> in accelerated/compressed learning for pre-collegiate classes</li> <li>4. Students will <b>use college support systems</b> to accelerate their learning and attain college level coursework as quickly as possible</li> <li>5. ??? Anything else we need to do ???</li> </ol> <p style="text-align: center;"><u>GOAL</u>  <b>Students will successfully complete a transfer level class by the end of their third primary term</b></p>	<p><b>20 minutes</b></p> <p>If “yes” break into groups to determine all the steps necessary to achieve each objective. Add more steps as needed.</p>		
	<p><b>Measurable Yearly Indicators Ideas:</b></p> <p>Year 1</p> <p>Year 2</p> <p>Year 3</p> <p>Year 4</p>	<p><b>10 minutes</b></p>	<p><b>Resources Needed</b></p>	<p><b>Who</b></p>
<p><b>V. Discussion Items</b></p>	<p>---Big Idea--Priority 2 ???</p>	<p><b>15 minutes</b></p>		
<p><b>VI. Open Comments/Announcements</b></p>	<p>---ATD Coach visit March 17 and 18—Special Meeting Scheduled Friday, March 18 10:00-12:00...and then lunch! ☺</p>			

Agenda Items	Discussion Notes	Action?	Date?	Who?
VII. Adjournment				

Written materials relating to a Student Success Committee meeting item that are distributed to at least a majority of the Student Success Committee members less than 72 hours before a noticed meeting and that are public record not otherwise exempt from disclosure will be available for inspection at Ventura College located at 4667 Telegraph Road, Ventura, CA 93003 or at the Student Success Committee meeting.

*Pursuant to the Federal Americans with Disabilities Act, if you require any special accommodation or assistance to attend or participate in the meeting, please direct your written request, as far in advance of the meeting as possible, to the Office of Student Learning, Ventura College, 4667 Telegraph Road, Ventura, CA 93003 (805) 289-6464*



## Student Success Committee (SSC) Minutes

February 10, 2016 1:30-3:00

**Charge:** *The Student Success Committee is a governance committee responsible for making recommendations to the Vice Presidents on initiatives that emerge through the college planning and program review process. In addition, the SSC assists in advancing the goal of integrating and optimizing plans, initiatives and resources to continuously improve our students learning and support experience.*

**Membership:** Representative College Governance Committee-- 9 Faculty + 9 Non-Faculty (1, Student; 4 Classified; 2 Supervisors, 2 Administrators) as voting members

Voting Members						Non-Voting Members & Guests			
1	Athletics, Health, Kinesiology & Applied Science	Steve Mooshagian		Classified	Tricia Bergman	✓	VP Student Affairs Co-chair	Patricia Ewins	✓
2	Career Technical Education	Robin Douglass		Classified	Yessica Noriega		VP Academic Affairs	Kim Hoffmans	
3	English, Communications & Learning Resources	Tania De Clerck	✓	Classified	Felicia Torres		Equity/Effect Dean	Phillip Briggs	✓
4	Life & Political Science	Ty Gardner	✓	Classified	Richard Torres		Faculty	Alex Kolesnik	✓
5	Math & Sciences	<del>Jack Bennett</del> Lisa Anderson	✓	Student	Joanamarie Kraus	✓	Classified	Peder Nielsen	✓
6	Student Services	Paula Munoz	✓	Administrator	Lynn Wright	✓	Grants	Bill Hart	✓
7	Arts & Humanities Faculty	Eric Martinsen	✓	Administrator	Karen Engelsen	✓	Administrators	Gwendolyn Lewis Huddleston	
								Dan Kumpf	✓
								Raeann Koerner	
								Will Cowan	
								David Bransky	✓
Kathleen Schrader									
8	Faculty	Kammy Algiers	✓	Supervisor	Alma Rodriguez	✓	Guests	Aundrea Roberts, Emily Bartel, Karen Wilde, Mary Jones	✓
9	Faculty	Corey Wendt	✓	Supervisor	Arlene Reed	✓			

Agenda Items	Discussion Notes	Action	Date	Assigned to
I. Welcome and Approval of the 1/27/16 Minutes	P. Ewins opened the meeting at 1:34pm and welcomed everyone. Motion by L. Wright, second by K. Algiers. Final Resolution: Motion was approved. Yes: T. De Clerck, L. Anderson, P. Munoz, E. Martinsen, K. Algiers, C. Wendt, T. Bergman, J. Kraus, L. Wright, K. Engelsen, A. Rodriguez, and A. Reed.			
II. Verification of SSC Membership (Alex)	P. Ewins reviewed the membership structure. A discussion ensued regarding sending a proxy if you are unable to attend and would said proxy be able to vote. It was noted that if you were a division representative, your proxy should be from said division. A			

	<p>communication should also be sent to the co-chairs prior to the meeting that you would be unable to attend and whom was going to arrive as your proxy.</p> <p>Motion to allow proxy voting privileges, by L. Wright, second by E. Martinsen.</p> <p>Final Resolution: Motion was approved.</p> <p>Yes: T. De Clerck, L. Anderson, P. Munoz, E. Martinsen, K. Algiers, C. Wendt, T. Bergman, J. Kraus, L. Wright, K. Engelsen, A. Rodriguez, and A. Reed.</p>			
<b>III. Election of a Co-Chair</b>	<p>P. Ewins called for a nomination for a co-chair.</p> <p>P. Munoz nominated C. Wendt and he agreed to serve through spring semester.</p> <p>Motion by P. Munoz, second by E. Martinsen.</p> <p>Final Resolution: Motion was approved.</p> <p>Yes: T. De Clerck, L. Anderson, P. Munoz, E. Martinsen, K. Algiers, T. Bergman, J. Kraus, L. Wright, K. Engelsen, A. Rodriguez, and A. Reed.</p> <p>Abstention: C. Wendt</p>			
<p><b>IV. Reports from SSC Advisory Groups</b></p> <p>a. Basic Skills Advisory Group-Lynn</p> <p>b. Equity Advisory Group-Phillip</p> <p>c. 3SP Advisory Group-Karen</p> <p>d. Velocidad</p>	<p>IV.a.: L. Wright provided a report and shared a few of the goals including, all incoming freshman able/ready to complete college level English and math, multiple measures for placement, update cohort pipelines, wrap around services (tutoring, etc.), end of first year ready to rock and roll. A. Kolesnik and E. Martinsen provided brief overview of the goals relating to math and English, including multiple measure assessment and ‘one level up’ placement. A discussion ensued regarding implementation.</p> <p>IV.b.: P. Briggs noted that a meeting was scheduled for the next day (Feb. 11<sup>th</sup> at 2:30pm in the CCCR.) He shared one metric for equity is basic skills completion rate, specifically that a student that starts in basic would complete college level in 6 years.</p> <p>IV.c.: K. Engelsen provided a report for SSSP. She noted that last year’s report was being wrapped up and that the focus was on next year’s plan. Highlights include: onboarding, orientation, coordination of outreach, communication, learning communities, follow-up services, financial aid, probation workshops, use of grades first and the canvas pilot program.</p> <p>IV.d.: B. Hart shared that the Velocidad grant is in its fourth year and provided a newsletter. He shared that writing has begun for a Title III STEM award for \$500,000 a year over 5 years. He noted that it is less restrictive than the Title V grant, and cited an example of the allowance for major equipment purchases such as modular buildings.</p>	Canvas and Grades First – link?	3/9/16	P. Ewins

<p><b>V. Activity--- “Big Ideas”</b></p> <p>a. “Action Projects” Accreditation ideas QFE from Campus Forum</p> <ul style="list-style-type: none"> <li>i. Integrated Planning</li> <li>ii. Increase Online Services</li> <li>iii. Achieving the Dream</li> <li>iv. Communication</li> </ul> <p>b. Institutional Effectiveness from IEPI</p> <ul style="list-style-type: none"> <li>i. Integrated Planning</li> <li>ii. Communication</li> </ul> <p>c. Achieving the Dream—from VC</p> <ul style="list-style-type: none"> <li>i. ?</li> <li>ii. ?</li> </ul>	<p>P. Ewins provided an overview for the activity.</p> <p>E. Martinsen shared his thoughts regarding ‘connected learning’ and noted the impetus under the MacArthur Foundation.</p> <p>Other discussion topics included, campus communication, a college hour, a student union, cohorts, guaranteeing enrollment under special circumstances, and teaching math in Spanish.</p> <p>The group broke up and worked on documenting ideas on various flip charts around the room (Ahhhh, HA, First Year etc., First Year Structure, Meaningful Follow-up, Other Ideas, STEM Emphasis, and Transfer Ready in 1 year.)</p> <p>P. Ewins noted that due to time constraints, we must have our ideas and be ready to write a plan by our next meeting.</p>	<p>Type up data from flip charts</p> <p>Solidify Ideas, Be ready to write plan</p>	<p>2/19/16</p> <p>3/9/16</p>	<p>O. Long</p> <p>Members</p>
<p>VI. Discussion Items</p>	<p>None.</p>			
<p>VII. Open Comments</p>	<p>None.</p>			
<p>VIII. Adjournment</p>	<p>P. Ewins called for a motion to adjourn at 3pm.          Motion by P. Munoz, second by L. Wright.          Final Resolution: Motion was approved.          Yes: T. De Clerck, L. Anderson, P. Munoz, E. Martinsen, T. Gardner, K. Algiers, C. Wendt, T. Bergman, J. Kraus, L. Wright, K. Engelsen, A. Rodriguez, and A. Reed.</p>			

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Achieving the Dream™  
**STUDENT SUCCESS ENGAGEMENT**

Describe your efforts to increase the breadth and depth of engagement with college stakeholders over your institution's planning period. How effective were these activities in engaging new stakeholders or deepening engagement? What strategies do you plan to adopt to broaden and deepen engagement over the coming year to build upon your successes?

[Recommend 400 – 600 words.]





## Achieving the Dream™ STUDENT SUCCESS EVIDENCE

Provide an overview summary of the major findings from the analysis of quantitative and qualitative student outcome data that informed the selection of your student success priorities and efforts.

[Recommend 400 – 600 words.]



## Achieving the Dream™ STUDENT SUCCESS VISION

- a)** Briefly outline your overarching student success vision. *Note that this vision should be your ideal for how students will experience your college. It should include overarching, achievable goals that will act as key milestones as your college moves towards your student success vision.*
- b)** Briefly describe your systemic change priorities that will help your institution achieve its student success vision. We recommend you identify 2-3 priorities. Each priority will likely be comprised of multiple student success efforts that work together to achieve systemic change. *Note: A student success effort is defined as a policy, practice, or procedure designed to reduce or eliminate barriers to students' progress and ultimate success in education and the labor market.*
- c)** Provide a visual representation of how your priorities and related interventions work together to achieve your student success goals and vision. Please submit this visual together with your completed Implementation Plan.

[Recommend 300 – 500 words.]



# Achieving the Dream™

## Work Plan

In this section, we ask for more detail on each student success priority you have set. You should have 2-3 priorities. We also ask you to complete a work plan for each priority. The work plans should incorporate all student success efforts, including institutional policy and procedure changes planned for each priority area. Indicate the year each step will be completed. Designate a staff member who is responsible for ensuring completion.

### Priority 1 Work Plan

#### Name and Description of Priority

“College Course Ready by the End of Year One or Before”—working title...we need a catchy name

#### Priority Goals

To have all students assessing into pre-college level math and English courses ready for transfer level coursework by the end of their 2<sup>nd</sup> Primary Semester or before.

#### Measurable Yearly Indicators: (ideas?)

- Students will be assessed with multiple measure to assure the most accurate and necessary class placement
- Students will use college support systems to accelerate their learning and attain college level coursework as quickly as possible
- Student will successfully complete a transfer level class at least by the end of their third primary term

Major Action Steps	Y1	Y2	Y3	Y4	Lead Staff Member(s)	Resources Required
Assessment—Multiple Measures <ul style="list-style-type: none"> <li>• -</li> </ul>						

Getting Student Buy In—Marketing						
<ul style="list-style-type: none"> <li>-</li> </ul>						
Curriculum/ Course Offerings/ Scheduling						
<ul style="list-style-type: none"> <li>-</li> </ul>						
Support Services (Tutoring, etc.?) for involved students						
<ul style="list-style-type: none"> <li>-</li> </ul>						
Assessment of Results—What will "success" look like						
<ul style="list-style-type: none"> <li>-</li> </ul>						



# Achieving the Dream™

## Work Plan

Long term Assessment—Did it make a difference?

- -

What else?

- 

Long term Assessment—Did it make a difference?  • -						
What else?  •						