



Student Success Committee (SSC) Agenda

September 28, 2016

Charge: The Student Success Committee is a governance committee responsible for making recommendations to the Executive Team 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	Will Cowen		Classified*	Michelle Kone		VP Student Affairs Co-chair	Damien Peña	
2	Workforce and Economic Development	Robin Douglas		Classified*	Yessica Noriega		VP Academic Affairs	Kim Hoffmans	
3	English and Math, Communications & Learning Resources	Eric Martinsen		Classified*	Felicia Torres		Equity/Effect Dean	Phillip Briggs	
4	Sciences	Kammy Algiers		Classified*	Rachel Marchioni		Academic Senate President	Alex Kolesnik	
5	Student Services	Paula Muñoz		Student	ASVC Rep.		Classified Senate President	Pamela Yeagley	
6	Visual Arts, Behavioral and Social Sciences, and Languages	Tania DeClerck		Administrator	Lynn Wright		Grants	Bill Hart	
7	Faculty	Steve Mooshagian		Administrator	Dan Kumpf		Administrator	Gwendolyn Lewis Huddleston	
8	Faculty	Joey Ramirez		Supervisor	Alma Rodriguez		Administrator	Vacant (Dean/Student Services)	
9	Faculty Co Chair	Corey Wendt		Supervisor	Arlene Reed		Administrator	Karen Engelsen	
Guests							Administrator	Tim Harrison	
	Rick Trevino			<i>*alternate classified</i>	Veronica Allen		Administrator	David Bransky	
				<i>Margaret Dominguez</i>	Richard Torres		Administrator	Kathleen Schrader	
				<i>Kaifeng Liang</i>	Angeline Gonzales		President	Greg Gillespie	

Agenda Items	Discussion Notes	Action?	Date?	Who?
Welcome	Introductions			
Approval of Minutes for 5/11/16	Provided via email			
Faculty Co-Chair Election				
Review of the Committee Charge (2016-2017)				
Review of Committee Objectives (2016-2017)				

Creation of Committee Outcomes (2016-2017)				
Updates from Initiatives on Campus <i>a. Basic Skills</i> <i>b. Student Equity</i> <i>c. 3SP</i> <i>d. Velocidad</i> <i>e. Beacons of Success</i> <i>f. Sail to Success</i>	<i>Please share one of your groups accomplishments thus far and any specific goals for next year</i>			
Action-oriented discussion regarding potential reorganization of Advisory Groups reporting to Student Success				
Open Comments/Announcements				
Adjournment	Next Meeting October 26, 2016			

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

May 11, 2016


Charge: The Student Success Council **Committee** is a governance committee responsible for making recommendations to the Vice Presidents **Executive Team** 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 Douglas		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	
Guests									
	Athletics	Joey Ramirez	✓				Administrator	Will Cowan	✓
							Administrator	David Bransky	
							Administrator	Kathleen Schrader	
							President	Greg Gillespie	

Agenda Items	Discussion Notes	Action?	Date?	Who?
Welcome Approval of Minutes for 4/13/16 Approval of Minutes for 4/27/16	P. Ewins opened the meeting at 1:30pm. She thanked C. Wendt for chairing the last meeting. P. Ewins called for a motion to approve the minutes from the last two meetings as noted on the agenda. Motion by P. Muñoz, second by L. Wright. Final Resolution: Motion was approved Yes: K. Algiers, T. DeClerck, E. Martinsen, P. Muñoz, Y. Noreiga, A. Rodriguez, F. Torres, R. Torres, C. Wendt, and L. Wright			
Review of Idea Generation and Flow	P. Ewins reviewed the handout titled "Idea and Recommendation Flow." The committee had a thorough conversation and clarified the flow could be two ways (either from the bottom up or from the top down.) It was suggested to share this information during fall flex week and include in the 'Making Recommendations Document.'	Include information during fall flex	Fall 2016	A. Kolesnik
Reports from SSC Advisory Groups a. Basic Skills Advisory Group- Lynn/Jack b. Equity Advisory Group- Phillip/Kammy	P. Ewins introduced this agenda item and requested each group share one of the groups accomplishments this year and any specific goals for next year. a. L. Wright shared that the Basic Skills Advisory Group created non-credit ESL and are revamping credit ESL, the goal for next year is implementation of the transformation grant.			

<p>c. 3SP Advisory Group-Karen/Emily</p> <p>d. Velocidad/Bill</p>	<p>b. P. Briggs shared that the Equity Advisory Group approved campus cultural training, the goal for next year is to shore up some process issues. K. Algiers added to the goal for next year to include a review of the charge and meeting schedule.</p> <p>c. E. Bartel shared that the 3SP Advisory Group had successful collaboration with the English and math faculty on multiple measures assessment, goals for next year include engaging more instructional faculty with the group and implementation of early alert through GF. P. Ewins shared that theRPgroup has a Student Success Conference scheduled for October 5-7 in Garden Grove, CA. She noted that representatives from all groups/departments are needed, if interested inform immediate supervisor.</p> <p>d. W. Hart shared that the Velocidad grant success is reflected in Latino's having the highest rate of success in the hardest courses and the lowest achievement gap, goal for next year is measuring the grant impact on transfer rates.</p>	<p>Inform immediate supervisor if interested in attending the RP group Student Success Conference</p>	<p>ASAP</p>	<p>all</p>
<p>ATD & Quality Focus Essay</p>	<p>P. Ewins reviewed the items below and noted that Ventura College was the only college in the district to submit their QFE in the ISER draft that went to the Board of Trustees.</p> <p>QFE- 1st Draft to Board—</p> <ul style="list-style-type: none"> • April 21—Sent with ISER-- See draft online; final due May 20 <p>ATD Implementation Plan –</p> <ul style="list-style-type: none"> • Sent to ATD on April 29 • Sent to SSC on May 2 • Posted on ATD page May 9 			
<p>Ventura College Retreat</p>	<p>P. Ewins asked for feedback regarding the VC Retreat held Friday, April 29th. Feedback included critique regarding repetitive presentations and favorable regarding interactive portions. P. Ewins noted that two additional retreats have been scheduled for the 11th week of fall/spring semester (10/28/16 & 3/31/17.)</p> <p>P. Ewins also shared that two days have been designated as 'Sail to Success' days (Sept. 14-15, 2016.)</p>			
<p>New Ideas Supporting Student Success— Open Discussion</p>	<p>Other ideas to support student success. <i>Any ideas generated from the advisory groups or the campus community that would support student success can be vetted by this committee and/or an advisory groups for further discussion and consideration.</i></p> <p>P. Ewins introduced Will Cowen and Joey Ramirez.</p> <p>W. Cowen presented an idea to support student success and provided a handout title 'THE ZONE.' He and J. Ramirez presented the concept and reviewed the success that they have experienced with a similar</p>			

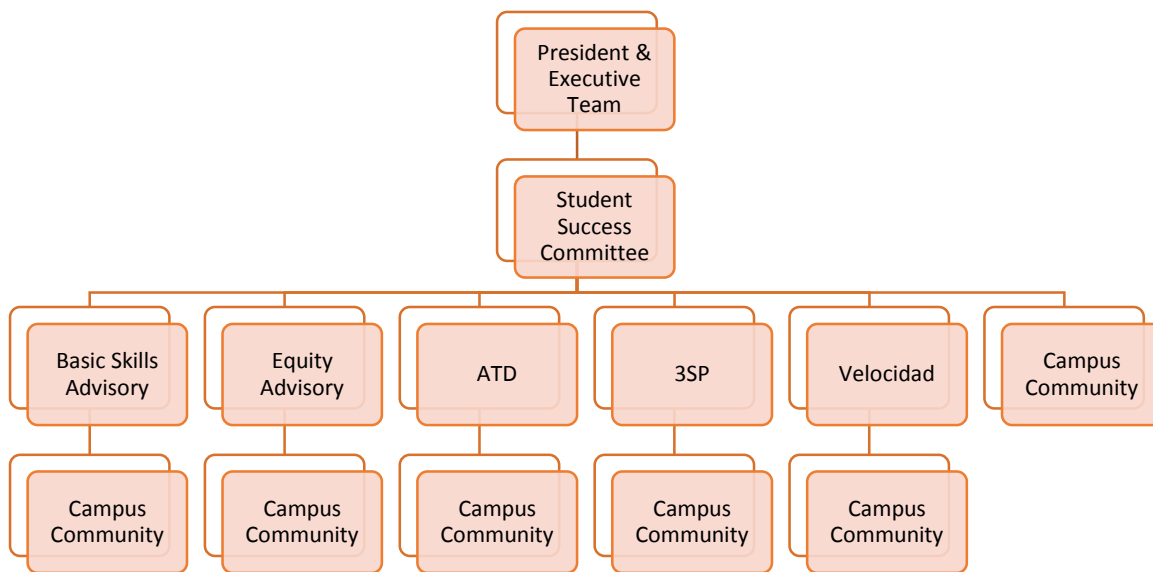
	<p>program aimed at student athletes. An inquiry was made regarding the target population for this program. W. Cowen replied that it could be those students with a GPA of 2.3 and under. After a robust discussion and concerns expressed and alleviated by W. Cowen and J. Ramirez, P. Ewins asked the group if there was consensus to support this idea and move it forward. The consensus was in favor of supporting the idea and moving it forward.</p>			
Open Comments/Announcements	<p>A. Rodriguez reminded everyone the Financial Aid Priority deadline was May 13th.</p> <p>An inquiry was made regarding membership for the next academic year. The response was that nominations would occur at department/division meetings during fall flex and membership would be affirmed at the first Academic Senate meeting in fall.</p>			
SSC Evaluation and Goals for 2016-2017	<p>P. Ewins reviewed the charge with the committee, updates were made as reflected on page one of these minutes.</p> <p>P. Ewins posed this question to the committee, "Did we do what we set out to do and did we accomplish it?" The committee listed the QFE, big ideas, ATD, and coordination of resources/campus wide efforts, as accomplishments. In response to the question, what to accomplish in the next year, the committee stated, implementation of the plans created this year, updates for other plans, and campus integration.</p>			
Farewell	<p>It's been a pleasure!</p> 			
Adjournment	<p>P. Ewins adjourned the meeting at 2:57pm. Next Meeting August 24, 2016</p>			

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Idea and Recommendation Flow

- Ideas supporting STUDENT SUCCESS can come from and flow in all directions
- Ideas can be presented in any venue from any source
- Advisories advise... they do not budget or make decisions
- Committees recommend...they do not budget or make decisions
- Think about what our students need, not the funding source or how to spend the \$\$
- Advisories view through a particular lens but may also have ideas best suited to another funding source or ideas that can blend funding sources
- Think big and generically (E.G. Professional Development) rather than specifically (E.G. Student Success Conference)

Example:



THE ZONE

1. Supervised Study Hall
 - Computer use is for school work only.
 - No social media.
 - No talking or texting on the phone.
 - No food or drink (accidents)
 - Keep the talking and discussions to a minimum and in a soft voice
2. Student referral avenues
 - Faculty/Staff
 - Self-Referral link
 - Grades First/early alert
3. Contacting students
 - Portal Postings
 - Create a "zone" e mail
 - Social Media Zone FB group and Twitter
4. Student interview/Intake process (After they have been targeted)
 - Triplicate question form (also log to GF)
 - Class Schedule/Planning
 - Assign the student a point person in the zone
 - Tag them in Grades First for success tracking
 - Find the gap(s)-what is missing?
 - Tutoring
 - Supplies
 - Financial Aid
 - Assessment
 - Matriculation
 - "Comprehensive" Ed Plan
5. Available resources
 - Back packs
 - Calculators
 - Paper/Pencils/Pens/Notebooks
 - Lending Library
 - ASVC Sponsored events
 - Survival skills presentations on Fridays

THE ZONE

6. Student grade checks

- Grades First
- Face to face when necessary
- Encourage office hour appointments

7. Staffing

- Dean oversight-Will Cowen
- Reassigned Faculty Coordinator
- Access to counseling assistants in the referral process
- Student Service Assistant I-Data Entry and Paperwork processing
- Student Service Assistant II-Intake and Monitor
- Graduate level interns that eventually become employees of the zone
- Eventually dedicated tutors recommended by professors
- Eventually part time counselor

* All assignments are provisional for the first year, categorically funded and under 29 hours a week per employee.

8. IT Needs

- 15 computers
- Copier/Scanner
- 3 Staff Computers
- Smart Classroom
- Grades Frist Scanner