



## Student Success Committee (SSC) Minutes

January 25, 2017 @ 2-3:30pm in Campus Center Conference Room (CCCR)

**Charge:** *The Student Success Committee is a governance committee responsible for making recommendations for student success to the Executive Team. To continuously improve student success outcomes, the SSC integrates and aligns student success efforts into a cohesive strategy that optimizes the use of available college resources. Student success initiatives may be proposed through the college planning and program review processes; by the Basic Skills Initiative, Student Equity and SSSP advisory workgroups; or by other stakeholders in the campus community.*

**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*	Kaifeng Liang	✓	VP Student Affairs Co-chair	Damien Peña	✓
2	Workforce and Economic Development	Robin Douglas		Classified*	Margaret Dominguez	✓	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*	Victoria Jimenez	✓	Academic Senate President	Alex Kolesnik	
5	Student Services	Paula Muñoz	✓	Student	Leslie Herrera	✓	Classified Senate President	Pamela Yeagley	
6	Visual Arts, Behavioral and Social Sciences, and Languages	Tania DeClerck	✓	Administrator	Lynn Wright		Grants	Bill Hart	✓
7	Faculty	Sumita Lall	✓	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	✓
<b>Guests</b>							Administrator	Tim Harrison	
✓	Rick Trevino			<i>*alternate classified</i>	Richard Torres	✓	Administrator	David Bransky	
✓	Emily Bartel						Administrator	Kathleen Schrader	
✓	Brenda Griego						President	Greg Gillespie	

Agenda Items	Discussion Notes	Action	Date	Who
<b>1. Call to Order</b>	D. Peña opened the meeting at 2:02 pm and conducted roll call.			
<b>2. Public Comments</b>	M. Dominguez expressed appreciation to the Student Business Office for selling scantrons to students on Fridays when the bookstore is closed. D. Kumpf noted that the SSC meeting scheduled for Wed., Feb. 8 <sup>th</sup> overlapped with Professional Development workshops. D. Peña noted that could be address under item 7 of the agenda. K. Engelsen stated that she was acting as a proxy for L. Wright.			
<b>3. Approval of Minutes for 01/11/17</b>	D. Peña called for a motion to approve the minutes. W. Cowen made a motion to approve the minutes for 1/11/17, second by T. DeClerck.			

	Final Resolution: Motion was approved. Yes: W. Cowen, E. Martinsen, K. Algiers, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, L. Herrera, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.			
<b>4. RFP Proposal Update</b>	R. Trevino provided an update on the RFP Proposal. A discussion ensued that included the logistics and timeline for dissemination of the RFP. The consensus was for the RFP to be sent out no later than February 1 <sup>st</sup> with an introductory memo which would include the deadline agreed upon as February 15 <sup>th</sup> and identify R. Trevino, D. Kumpf, and L. Wright as contacts for assistance if needed. R. Trevino also noted that the rubric for evaluating the RFPs was in process for the next meeting proposed for March 1 <sup>st</sup> .			
<b>5. Updates from Initiatives on Campus</b> a. <b>Basic Skills</b> b. <b>Student Equity</b> c. <b>3SP</b> d. <b>Velocidad</b> e. <b>Beacons of Success</b> f. <b>Sail to Success</b>	a. E. Martinsen provided a brief update and noted the emphasis placed on moving students into transfer level courses and shared that English faculty had revised their cut scores and the initial data has been favorable. b. D. Kumpf noted that the Equity group has not been tasked with a project and therefore has not met. c. R. Trevino noted that work is in progress on the 3SP and Equity end of year reports for 2015-16. d. B. Hart provided an update including Writing Across Curriculum, VC Voices Poetry Slam, and discussion of developing an honors program.			
<b>6. SSC Presentations:</b> • <b>Pirate Fridays -Rich</b> • <b>Pirates Cove -Will</b> • <b>AB540 Resources -Paula</b>	• R. Torres presented on Pirate Fridays noting that the program is in its third year with 12 high schools scheduled so far, a record. • W. Cowen and Pirates Cove Success Coach Cynthia Hernandez presented on Pirates Cove noting that a campaign is in development to reach out to 385 students on academic probation. • P. Muñoz and D. Peña provided handouts and presented on resources related to AB540 including the planning of a workshop featuring Dr. Elena Macias, author of AB540.com. P. Muñoz announced an event planned for Feb. 9 <sup>th</sup> , featuring immigration attorney Gabriella Navarro-Busch, at 3pm titled “Know Your Rights.” Also noted was the webinar for faculty and staff scheduled for Feb. 7 <sup>th</sup> at 10am in Guthrie Hall related to “Supporting... Undocumented Immigrant Students... on Your Campus...” D. Peña stated that if there were any requests for presentations send him an email.			
<b>7. Revised Meeting Schedule for SSC</b> • <b>ADD Feb. 8, 2017</b> • <b>CANCEL Feb. 22, 2017</b> • <b>ADD March 18, 2017</b> • <b>Confirm March 22, 2017</b>	D. Peña recapped the time concern expressed earlier related to the February 8 <sup>th</sup> meeting. D. Kumpf made a motion to change the ending time from 3:30pm to 3pm for the meetings added on the second Wednesday, second by E. Martinsen.			

<ul style="list-style-type: none"> <li>• <b>ADD April 12, 2017</b></li> <li>• <b>Confirm April 26, 2017</b></li> <li>• <b>ADD May 10, 2017</b></li> </ul>	<p>Final Resolution: Motion was approved.  Yes: W. Cowen, E. Martinsen, K. Algiers, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, L. Herrera, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>P. Muñoz made a motion to add a meeting on March 1<sup>st</sup> in lieu of March 8<sup>th</sup>, second by V. Jimenez.  Final Resolution: Motion was approved.  Yes: W. Cowen, E. Martinsen, K. Algiers, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, L. Herrera, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p>			
<p><b>8. Open Comments/Announcements</b></p> <ul style="list-style-type: none"> <li>• <a href="#"><u>Achieving the Dream Conference (2/21/17-2/24/17)</u></a></li> </ul>	<p>C. Wendt noted that the team attending the ATD Conference plan to meet after plenary session, prepared to strategize attendance of various breakout sessions. B. Hart shared that he reserved a van for airport transportation.</p> <p>D. Kumpf noted that Professional Development activities are planned for February 8<sup>th</sup> and March 9<sup>th</sup> and the 2<sup>nd</sup> Wednesday thereafter.</p> <p>A. Rodriguez noted that Cash for College is planned for February 11<sup>th</sup>.</p> <p>R. Torres noted that Student Success Days are planned for March 1<sup>st</sup> and 2<sup>nd</sup>.</p> <p>T. DeClerck provided an update on the culturally responsive training, including support from 3SN.</p>			
<p><b>9. Adjournment</b></p>	<p>Motion to adjourn made by P. Muñoz, meeting adjourned at 3:26pm</p>			
	<p>Next Meeting: February 8, 2017  Future Meetings: March <del>18</del>, 2017, March 22, 2017, April 12, 2017, April 26, 2017, and May 10, 2017</p>			

*Written materials relating to a Student Success Committee meeting item that are distributed to at least a majority of the Commission 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 Affairs, Ventura College, 4667 Telegraph Road, Ventura, CA 93003 (805) 289-6464*