



Student Success Committee (SSC) Minutes

May 17, 2017 @ 2-3:30 pm 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	Heather Aguilar	✓	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	
Guests							Administrator	Tim Harrison	✓
✓	Emily Bartel	✓ Rick Trevino		✓ N. Tan, VC Found.			Administrator	David Bransky	✓
✓	Brenda Griego	✓ Lt. Beckley					Administrator	Kathleen Schrader	
✓	Tatiana Lawler	✓ Anne King, VC Found.					President	Greg Gillespie	✓

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	C. Wendt called the meeting to order at 2:04 pm.			
2. Public Comments	<p>P. Muñoz commented that she hoped the 3 subcommittees of SSC (Equity, BSI, and 3SP) would reconvene. Those present were in concurrence. She also inquired about who would make that decision.</p> <p>C. Wendt stated that he would recommend for summer reading books related to pathways, and referenced an email sent by President Gillespie May 16. He noted that Guided Pathways would be a topic for all during the next several years.</p> <p>President Gillespie noted that the funding coming from categorical has shifted and inquired if there was a target the committee was trying to</p>			

	reach. C. Wendt responded in the negative and noted the challenge that creates. President Gillespie apologized that the committee lacked a target, responded that the committee should approve what it can and prioritize afterward.			
3. Approval of Minutes for • 04/26/17	Postponed.			
4. RFP Proposal Review • Rubric	<p>C. Wendt noted that he was not present when the committee acted on the RFPs last time. He requested assistance and allotted 3 minutes for authors to present their proposal.</p> <p>Academic Support RFP - May 07 Initial discussion included the institutionalization of Velocidad, funding via BSI and equity, the distinction between tutoring and supplemental instruction.</p> <p>E. Martinsen made a <u>motion</u> to approve the Academic Support RFP, second by P. Muñoz.</p> <p><u>Discussion:</u> Topics discussed included fund balances for FY17, projected fund balances for FY18, application of the rubric, the integrated plan, and issues with tutoring.</p> <p>P. Muñoz called the question.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, V. Jimenez, D. Kumpf, and A. Rodriguez.</p> <p><u>No:</u> F. Torres</p> <p><u>Abstain:</u> A. Reed</p> <p>Chemistry First-Year Assessment and Orientation RFP - May 17 Initial discussion touched on funding source, data and logistics.</p> <p>P. Muñoz made a <u>motion</u> to approve the Chemistry First-Year Assessment and Orientation RFP, second by K. Liang.</p> <p><u>Discussion:</u> E. Martinsen noted that the course is a gateway for STEM majors and that success in CHEM V01A would serve the college since the course is also required for other majors. P. Muñoz requested that the Integrated Plan be on the next meeting agenda.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>Pirate Island RFP - May 17</p>	Place Integrated Plan on next agenda	8/23/17	Co-chair(s)

	<p>P. Muñoz made a <u>motion</u> to disapprove the Pirate Island RFP, second by C. Wendt. <u>Discussion:</u> The consensus was favorable to the idea, a recommendation was made to pass the idea to FOG. <u>Final Resolution:</u> Motion was approved. <u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>STEM Reading Apprenticeship Conference RFP - May 17 P. Muñoz made a <u>motion</u> to approve the STEM Reading Apprenticeship Conference RFP, second by F. Torres. <u>Discussion:</u> It was noted that the conference dates were May 18 and 19. B. Griego noted that their forms should have already been submitted. D. Kumpf noted that is was a part of ALAS. <u>Final Resolution:</u> Motion was approved. <u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, F. Torres, V. Jimenez, D. Kumpf, A. Rodriguez, and A. Reed. <u>No:</u> M. Dominguez</p> <p>Teaching Men of Color RFP - May 17 E. Martinsen made a <u>motion</u> to approve the Teaching Men of Color RFP, second by P. Muñoz. <u>Discussion:</u> none <u>Final Resolution:</u> Motion was approved. <u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, P. Muñoz, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>Textbook Lending Library RFP - May 07 Before pirate island – Initial discussion regarded the process of the VC Foundation submitting an RFP for college funding. A. King and N. Tan responded that Vice President Hoffmans recommended the RFP process to them. A. King noted that she had reached out to D. Kumpf prior to completion of the RFP.</p> <p>F. Torres made a <u>motion</u> to disapprove the Textbook Lending Library RFP, second by P. Muñoz. <u>Discussion:</u> Brief discussion ensued regarding motion to disapprove and process regarding negative motion. Discussion touched on data to support the RFP and acknowledgement that it is a worthy endeavor.</p>			
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	<p><u>Final Resolution:</u> Motion was not approved. <u>Yes:</u> P. Muñoz, F. Torres, and A. Rodriguez. <u>No:</u> W. Cowen, H. Aguilar, E. Martinsen, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, V. Jimenez, and D. Kumpf. <u>Absent at time of vote:</u> A. Reed</p> <p>W. Cowen made a <u>motion</u> to approve \$15,000 to fund books to be used for the lending library, second by V. Jimenez. <u>Discussion:</u> More discussion regarding the RFP process. <u>Final Resolution:</u> Motion was approved. <u>Yes:</u> W. Cowen, H. Aguilar, E. Martinsen, S. Lall, K. Liang, M. Dominguez, V. Jimenez, and D. Kumpf. <u>No:</u> P. Muñoz, C. Wendt, A. Rodriguez, and F. Torres. <u>Absent at time of vote:</u> T. DeClerck and A. Reed.</p>			
5. Updates from Initiatives on Campus a. Equity & 3SP Budget Review (R. Trevino & B. Griego)	Postponed.			
6. 2017-18 Meeting Schedule	Meeting schedule was noted. There was an inquiry regarding the meeting time. It was consensus to keep the start time at 2 pm.			
7. Open Comments/Announcements	None.			
8. Adjournment	Meeting adjourned at 3:36 pm.			
	Next Meeting: August 23, 2017 Future Meetings: as per Item 6			

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