



Student Success Committee (SSC) Minutes

November 30, 2016

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	Tatiana Juarez	✓	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	✓	*alternate classified	Richard Torres	✓	Administrator	David Bransky	✓
		Brenda Griego	✓		Peter Sezzi	✓	Administrator	Kathleen Schrader	
		Dan Clark	✓				President	Greg Gillespie	

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	D. Peña opened the meeting at 2:02 pm and conducted roll call			
2. Public Comments	none			
3. Approval of Minutes for 11/9/16	B. Griego noted that a correction to the minutes as presented; the dollar amount listed under agenda item number four, final bullet point, was incorrectly listed at \$5K for the Outreach pamphlet reprint, the correct amount approved was \$8K. K. Algiers inquired about the 6 th bullet Online Chemistry Instructional Videos and the 9 th bullet Ken Bain book. The minutes reflect approval via committee vote, however, those items were brought back for further discussion. D. Peña noted that per the committee charge, recommendations are made to the Executive Team. When the recommendations were presented, further discussion was requested.			

	<p>L. Wright made a motion to approve the minutes with noted amendments for 11/9/16, second by V. Jimenez. Final Resolution: Motion was approved. Yes: W. Cowen, E. Martinsen, K. Algiers, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, T. Juarez, L. Wright, and D. Kumpf. Abstain: P. Muñoz</p>			
<p>4. Equity Presentations: Faculty Academy and Chemistry</p>	<p>D. Peña provide a brief recap of the last meeting and thanked Brenda Griego for getting everything entered and processed. Members of the committee concurred and also expressed appreciation for the work involved. D. Peña also acknowledged the committee and noted that this experience solidifies the nature of the committee as action oriented. He expressed appreciation for the due diligence and timely manner in which this process was carried out.</p> <p>D. Peña turned to K. Algiers and S. Lall to provide more information regarding the Ken Bain books as it relates to Faculty Academy.</p> <p>K. Algiers introduced Dan Clark, Biology Instructor, to aid in discussion. K. Algiers noted she obtained quotes from various sources for the best price for the book, approximately \$30 per book. D. Clark shared his experience in using the book in faculty academy and noted that it was a college pedagogy book used to organize discussions. He noted the emphasis on pedagogy instead of just being a discipline expert. S. Lall noted that the book promotes a cultural shift.</p> <p>Discussion ensued that encompassed the cost of the book, quantity to order, delivery, impact on students of color, implementation, and faculty academy data.</p> <p>D. Peña stated that voting would occur after discussion of both items and moved the discussion to the Online Chemistry Instructional Videos.</p> <p>D. Kumpf noted that there were two proposals and quotes from CAPS to create the videos. He stated that CAPS could not guarantee meeting the required deadline. D. Peña recommended this request go through the RFP process and reiterated that the first requirement for this process was to meet the Dec. 21st deadline.</p> <p>P. Sezzi addressed the committee regarding the 5th bullet point Books – Circulating Collection. He shared that the age and diversity of the existing circulating collection is in need of refreshing. He shared his experiences with students having difficulty with the current collection.</p>			

	<p>He confirmed the ability to meet the deadline. Discussion ensued that touched on the decision making process for which books to order, book displays, and cultural capitol. D. Peña thanked P. Sezzi.</p> <p>T. DeClerk address the committee regarding culturally responsive training. It was determined that this would not meet the required deadline and recommended to follow the RFP process.</p> <p>D. Peña asked if the committee had any additional questions. There were none. He recapped that there were three presentations and \$22,420 in funds remaining. He asked for motions on either the Ken Bain book proposal or books for the library circulating collection.</p> <p>K. Algiers made a motion to purchase 500 copies of the Ken Bain book, there was no second. Discussion ensued regarding the quantity of books to order and process for disseminating them.</p> <p>K. Algiers amended her original motion to requesting funds of \$3K to purchase 100 books.</p> <p>D. Kumpf made a motion to purchase 100 copies of the Ken Bain book for a pilot program, second by E. Martinsen.</p> <p>Final Resolution: Motion was approved. Yes: W. Cowen, E. Martinsen, K. Algiers, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, T. Juarez, L. Wright, and D. Kumpf. Oppose: P. Muñoz Abstain: T. DeClerck</p> <p>F. Torres made a motion to approve the remaining funds balance of \$19,000 to purchase books for the circulating collection, second by W. Cowen.</p> <p>Final Resolution: Motion was approved. Yes: W. Cowen, E. Martinsen, K. Algiers, T. DeClerck, S. Lall, C. Wendt, K. Liang, M. Dominguez, F. Torres, V. Jimenez, T. Juarez, L. Wright, and D. Kumpf. Oppose: P. Muñoz</p> <p>D. Peña noted that the recommendations would be shared with the Executive Team Nov. 10, 2016 and that D. Kumpf would provide status to K. Algiers and P. Sezzi Noted for the record: Throughout the discussion, P. Muñoz repeatedly inquired whether each proposal would address students of color.</p>	<p>Notify ET Notify KA & PS</p>	<p>11/10/16</p>	<p>D. Peña D. Kumpf</p>
<p>5. Discussion of RFP Proposal</p>	<p>Postpone to next meeting</p>			

<p>6. Updates from Initiatives on Campus</p> <ul style="list-style-type: none"> a. Basic Skills b. Student Equity c. 3SP d. Velocidad e. Beacons of Success f. Sail to Success 	<p>a. L. Wright noted a meeting was scheduled for the following Monday. b. D. Kumpf -no update. c. R. Trevino not present to provide an update. d. B. Hart -no update e. D. Peña shared feedback on the retreat. f. E. Bartel provided an update on S2S initiative touching on data regarding multiple measures, pass rates, bootcamp, survey, and success rates. E. Martinsen briefly shared that cut rates had been changed resulting in placement one level higher, and that he will be collecting similar data to E. Bartel.</p>			
<p>7. Request for SSC Presentations:</p> <ul style="list-style-type: none"> • Pirate Fridays Rich • Pirates Cove Will • AB540 Resources Paula/DP 	<p>D. Peña made the announcement that he was requesting on behalf of the Student Success Committee small 10 minute presentations per agenda item 7 (information in left column.)</p>	<p>Prepare 10 min. presentation</p>	<p>1/25/16</p>	<p>R. Torres W. Cowen P. Muñoz/ D. Peña</p>
<p>8. Open Comments/Announcements</p> <ul style="list-style-type: none"> • Achieving the Dream Visit (12/1/16-12/2/16) 	<p>W. Cowen provided a brief update on Pirates Cove and expressed appreciation to all for their support.</p> <p>T. DeClerck shared that the culturally responsive training was approved by the Equity Committee last year. C. Wendt concurred that it was supported. D. Peña stated that if it was approved it needed to be implemented. Discussion ensued regarding logistics.</p> <p>P. Muñoz made a motion that the idea move forward, second by T. DeClerck.</p> <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, T. Juarez, L. Wright, and D. Kumpf.</p> <p>D. Peña clarified that a funding request would need to come back to the committee for approval.</p> <p>F. Torres announced that the holiday basket tradition would continue at the President’s Holiday function.</p> <p>D. Peña shared that the ATD coaches would be on campus visiting in the next few days.</p>			
<p>9. Adjournment</p>	<p>Motion to adjourn made by W. Cowen, second by L. Wright, meeting adjourned at 3:26 pm</p>			
	<p>Next Meeting: January 25, 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.

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