



Student Success Committee (SSC) NOTES

August 23, 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	Health, Kinesiology, Athletics, and Performing Arts	Will Cowen	✓	Classified	Kaifeng Liang	✓	VP Student Affairs Co-chair	Damien Peña	✓
2	Workforce and Economic Development Career Education I	Crystal Kallik/ Grace Khatcherial / Rachel Johnson	✓	Classified	Veronica Allen	✓	VP Academic Affairs	Kim Hoffmans	✓
3	Workforce and Economic Development Career Education II	Vacant		Classified	Dora Hartman	✓	Equity/Effect Dean	Phillip Briggs	✓
4	English, Math and Learning Resources	Lisa Anderson		Classified	Tatiana Lawler	✓	Academic Senate President	Phillip Clinton, ASVP	✓
5	Sciences	Vacant		ASVC (Dir. Of External Affairs)	Mark Huff	✓	Classified Senate President	Pamela Yeagley	
6	Student Services	Paula Muñoz	✓	Administrator	Lynn Wright	✓	Grants	Bill Hart	✓
7	Visual Arts, Behavioral and Social Sciences, and Languages	Vacant		Administrator	Dan Kumpf	✓	Administrator	Gwendolyn Lewis Huddleston	
8	Faculty	Heather Agualilar/ Sumita Lall	✓ ✓	Supervisor	Alma Rodriguez	✓	Administrator	Vacant (Dean/Student Services)	
9	Faculty Co-Chair	Bea Herrera	✓	Supervisor	Arlene Reed	✓	Administrator	Tim Harrison	
Guests							Administrator	Debbie Newcomb	
		Emily Bartel	✓		Rick Trevino	✓	Administrator	Felicia Duenas	
		Jeanine Day	✓		Lt. G. Beckley	✓	Administrator	David Bransky	✓
		Brenda Greigo	✓				President	David Keebler	✓

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	<p>D. Peña called the meeting to order at 2:00 pm. He welcomed everyone to the meeting and conducted roll call.</p> <p>B. Herrera raised a point of order regarding rules and regulations pertaining to voting members and noted that she was not the committee co-chair.</p> <p>D. Peña declared the point well-taken and advised all to strikethrough the word 'co-chair' on their agendas. He also noted that the Academic and Classified Senates needed to reconfirm the voting members to the President's office.</p> <p>D. Peña noted that due to the unconfirmed status of the voting members and the absence of brown act compliance as it pertains</p>	Reconfirm voting members	9.8.17	Ms. Morales & Dr. Yeagley

	to agenda posting, this meeting was informal. He noted that his expectations and ideal remain the same, collegial, respectful, share ideas and solutions, and identify opportunities.			
2. Public Comments	<p>K. Hoffmans shared that the division known as Workforce and Economic Development is now Career Education based on feedback at the state level.</p> <p>P. Clinton noted that the Academic Senate spring meeting minutes had been lost. He shared that their next meeting is September 7th.</p>			
3. Approval of Minutes for	D. Peña acknowledged the past meeting agenda minutes. Approval of the minutes was postponed.			
<ul style="list-style-type: none"> • 04/26/17 • 05/17/17 				
4. Review of the Committee Charge (16-17)	<p>D. Peña requested that everyone review the charge and answer the question, does it clearly articulate the committee’s purpose.</p> <p>A discussion ensued that touched on process outside of the committee. D. Peña handed out and referenced pages from the Making Recommendations: Participatory Governance at Ventura College document (MRD.) D. Keebler elaborated on the process map found on page 6 of the MRD. Inquiry was made regarding the three campus initiatives (Basic Skills Initiative [BSI], Equity, and Student Success and Support [3SP]) and how they interrelate to the Student Success Committee.</p> <p>P. Muñoz inquired about the BSI/Equity/3SP advisory groups meeting during the 17-18 academic year and the response from D. Peña and D. Keebler was in the affirmative.</p>	Review charge	9.13.17	All
5. Review Integrated Plan (BSI, Equity and 3SP) R. Trevino, L. Wright, and D. Kumpf	<ul style="list-style-type: none"> • Timeline <p>D. Peña provided a brief background regarding the impetus of the Integrated Plan from the state chancellor’s office. He shared that the template was released during the summer and that R. Trevino, L. Wright, and D. Kumpf generated the first draft and timeline (hard copies of both were distributed at the meeting.) He noted that this was the first committee to review the draft. After this committee has reviewed the draft and feedback is gathered, the document will be disseminated through the campus governance structure. The draft plan and timeline was reviewed. Feedback due to R. Trevino by Sept. 5, 2017.</p>	Provide feedback to R. Trevino	9.5.17	All
6. Review First Draft BSI, Equity and 3SP R. Trevino, L. Wright, and D. Kumpf	Reference above.			

7. 2017-18 Meeting Schedule	D. Peña briefly reviewed the meeting schedule, noting the next meeting would be September 13, 2017. A request was made to add a meeting on September 20, 2017 specifically to discuss the Integrated Plan.	Vote to add 9/20 meeting	9.13.17	
8. Updates from Initiatives on Campus a. Basic Skills b. Student Equity c. 3SP d. Velocidad Closeout e. Beacons of Success f. Sail to Success	Postponed.	Please share one of your groups accomplishments thus far and any specific goals for next year.	9.13.17	Lead for each
9. Open Comments/Announcements	ASVC member M. Huff acknowledged that this was his first meeting. Everyone present introduced himself or herself.			
10. Adjournment	Meeting adjourned at 3:21 pm.			
	Next Meeting: September 13, 2017 Future Meetings: 9/27/17, 10/11/17*, 10/25/17, 11/8/17*, 11/29/17, 1/24/18, 2/14/18*, 2/28/18, 3/14/18*, 3/28/18, 4/11/18*, 4/25/18, 5/9/18*, 5/23/18 <i>*if need be</i>			

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