



## Student Success Committee (SSC) Minutes

January 17, 2018 @ 2-3:30 pm in Campus Center Conference Room (CCCR)

**Charge:** *The Student Success Committee (SSC) 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 to the SSC 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	Career Education I	Rachel Johnson		Classified*	Veronica Allen		VP Academic Affairs	Kim Hoffmans	
3	Career Education II	Vacant		Classified*	Dora Hartman		Equity/Effect Dean	Phillip Briggs	
4	English, Math and Learning Resources	Lisa Anderson		Classified*	Pamela Yeagley		Academic Senate President	Phillip Clinton, ASVP	
5	Sciences	Vacant		ASVC (Dir. Of External Affairs)	Jessica Perez		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 Aguailar/ Sumita Lall		Supervisor	Alma Rodriguez		Administrator	Vacant (Dean/Student Services)	
9	Faculty Co-Chair	Bea Herrera		Supervisor	Arlene Reed		Administrator	Tim Harrison	
							Administrator	Debbie Newcomb	
<b>Guests</b>									
	Eric Martinsen	Emily Bartel		*Classified Alternate	Tatiana Lawler*		Administrator	Felicia Duenas	
x	Angeles Rodriguez	Jeanine Day			Rick Trevino		Administrator	David Bransky	
		Brenda Griego			Lt. G. Beckley		President	David Keebler	

Agenda Items	Discussion Notes	Action	Date	Who
<b>1. Call to Order</b>	D. Peña called meeting to order at 2:03pm.			
<b>2. Public Comments</b>	Moving to modify date of Minutes to 1/17/18 due to cancelled meeting on 1/10/18. P. Yeagley would like to note when rescheduling meetings to not reschedule during other governance meetings because then certain staff are unable to attend.			
<b>3. Approval of Minutes</b> • 11/29/17	Correction in Minutes to Lall not Hall B. Herrera motioned to approve Minutes, second by L. Wright. All: Yes	<b>Vote</b>		

<p><b>4. Classified Co-Chair (P. Yeagley)</b></p>	<p>P.Yeagley currently bringing this item to other governance meetings. Classified would like rights recognized. Damien asks when committee was formed what was the process in place and how did it come about that faculty co-chair and not classified. Discussion regarding the recommendation of a classified staff co-chair and the tri-chair model for the committee. Questions asked regarding the pros and cons of a tri-chair model. K. Hoffmans states this could be in the rewrite of the document by CPC and Academic Senate that would create consistency across the Board.</p> <p>B. Herrera raises concern regarding following a process and raises a recommendation that she take this back to faculty and Academic Senate.</p> <p>Alma supports the idea and believes it could only serve a good purpose by keeping our college unified. Alma would like Executive team to discuss to determine if this what we will work towards in other governance committees. Damien would like to do research to see if faculty co-chair is required under previous process. E. Bartel supports idea and urges SSC support the idea and put forth a recommendation in light of a process.</p> <p>Alma motions we add a vote to next week's agenda in nominating Classified Tri-Chair, second by P. Yeagley.  Yes: All  Abstent: P. Clinton</p>	<p><b>Discussion</b></p>		
<p><b>5. RFP Process</b></p>	<p>W. Cowen modified dates and brought handout with revised dates of timeline in order to follow recently approved RFP process. Brief summary of overview of timeline and process. L. Wright notes for record and asks for confirmation that urgent RFPs would be placed on the next agenda to vote on. W. Cowen motions to approve timeline of process, second by B. Herrera, P. Munoz calls for question.  Yes: All</p> <p>D. Peña tells members that there is some Equity funds that could be used if recommendation comes forth.</p>	<p><b>Vote</b></p>		

	D. Peña notes to add vote on next week's agenda item for all urgent RFP's submitted.			
<b>6. Diversity and Culture Festival (Multicultural)</b>	Update that Equity met and recommended that Diversity and Culture Festival submit a proposal to SSC for this year's funding and for next year's funding.	<b>Discussion</b>		
<b>7. Reports from Campus Initiatives (5 min)</b> <b>a) Basic Skills</b> <b>b) Student Equity</b> <b>c) 3SP</b>	<p>a) Goal to fix conflicting requirements and recommendations and merge categorically funding by Chancellor's office. BSI is limited on spending basic skill monies. Resolutions expected by summer. Guidelines on spending are tricky at the moment. Jacqui Irwin's office would like to hear about how the law is working and not working, any feedback should be directed to Irwin's office for advice.</p> <p>b) Equity met and recommended RFP process. D. Kumpf asked about sending staff to USC hiring diverse faculty workshop. Recommendation by Equity to put forth RFP and follow process.</p> <p>c) FYE will be putting themselves on 3SP agenda for steering committee for first year's services. Update on Pirate's Cove serving 860 students. Paula asks if probationary students are being targeted through Pirate's Cove. W. Cowen believes students have been referred to the Cove through counseling as well. FYE have also contacted probationary students through their program. Alma raises concern with all the duplication of efforts taking place by each department. 1300 students on probation last semester.</p> <p>W. Cowen recommends that probationary group reports to SSC and adding a more holistic make up to the group. E. Bartel will add this to the next 3SP meeting. DP urges that we step outside the normal contact in each division to break down the barriers and division amongst campus and invite outside your comfort zone.</p> <p>B. Herrera believes 3SP Supervisor needs to lead this collaborative effort to bring everything together and avoid the duplication of efforts. DP asks Blair to schedule meeting next week with campus initiatives and academic standing group and campus constituents to lead collaborative efforts for probationary students. Alma suggests campus divisions</p>	<b>Report</b>		
<b>8. Hiring Practices and Diversity – Handout by P. Briggs</b>	Tabled to next meeting and moved up on the agenda.	<b>Update</b>		

<b>9. Open Comments/Announcements</b>	Cash for College Feb 10 and Feb 24 <sup>th</sup> please get the word out.			
<b>10. Adjournment</b>	Motion to adjourn by P. Munoz, second by B. Herrera, Adjourned at 3:27pm.			
	Next Meeting: 1/24/18 Future Meetings: 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>			

*Written materials relating to a Student Success Committee meeting item that are distributed to at least a majority of the committee 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*