



## Student Success Committee (SSC) Minutes

March 21, 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	X	Classified*	Kaifeng Liang	X	VP Student Affairs Co-chair	Damien Peña	X
2	Career Education I	Rachel Johnson	X	Classified*	Veronica Allen	X	VP Academic Affairs	Kim Hoffmans	X
3	Career Education II	Vacant		Classified*	Dora Hartman	X	Equity/Effect Dean	Phillip Briggs	X
4	English, Math and Learning Resources	Shuba Simhan	X	Classified*	Tatiana Lawler	X	Academic Senate President	Phillip Clinton, ASVP	
5	Sciences	Ralph Fernandez		ASVC (Dir. Of External Affairs)	Jessica Perez	X	Classified Senate President	Sebastian Szczebiot	
6	Student Services	Paula Muñoz	X	Administrator	Lynn Wright	X	Administrator	Ronald Mules	
7	Visual Arts, Behavioral and Social Sciences, and Languages	Andrea Horigan	X	Administrator	Dan Kumpf	X	Administrator	Vacant (Dean/Student Services)	
8	Faculty	Heather Aguailar	X	Supervisor	Alma Rodriguez	X	Administrator	Tim Harrison	
9	Faculty Co-Chair	Bea Herrera	X	Supervisor	Arlene Reed	X			
GUESTS									
	Eric Martinsen	Emily Bartel	X	*Classified Alternate X	Carol Smith*	X	Administrator	Debbie Newcomb	
X	Angeles Rodriguez	Jeanine Day	X		Rick Trevino	X	Administrator	David Bransky	
		Brenda Griego	X		Lt. G. Beckley		President	David Keebler	

Agenda Items	Discussion Notes	Action	Date	Who
<b>1. Call to Order</b>	Called to order at 2:04pm			
<b>2. Public Comments</b>				
<b>3. Approval of Minutes</b> • 3/14/18	B. Herrera motion to approve Minutes, second by L. Wright Yes: All	<b>Vote</b>		
<b>4. Rankings and Report on Rubrics from Advisory Groups on Currently Funded Initiatives</b>	BSI has been receiving \$90,000 for ongoing ESL/BSI Tutoring. Would like to continue spending the \$90,000 how it has been historically funded. W. Cowen moves to support element of BSI	<b>Vote/ Discussion</b>		

	<p>tutoring as recommended. B. Herrera motions to table BSI Progress Report \$38,000 to next meeting, second by P. Munoz.  Yes: All  Tutoring is currently funded through 6/30/18 and will bring back progress report at next SSC meeting.  Discussion regarding Equity Rankings from Advisory group.  Tutoring received highest rank from Equity group. Data had lack of demographics that was noted for future to provide in progress reports. Transfer Center received second highest ranking but also lacked quantifiable data. Transfer Center was not requesting future funds it was simply a progress report on Equity funds previously received.</p> <p>Equity requested more data from Faculty Academy. B. Herrera requested discipline and instructors broken out but D. Kumpf does not support releasing discipline information on instructors. Handout given by P. Briggs without instructor's names or discipline listed. Handout was supplemented data requested by the Equity group.</p> <p>Discussion regarding rankings of 3SP on Pirate's Cove. Handout on rankings provided to advisory members. Continue funding of Pirate's Cove. W. Cowen calls together a point of order stating Progress Report should be discussed now and procedures used for 3SP Advisory groups ranking process at a later date.</p> <p>B. Herrera requests that Counseling dept. goes on record to support study hall concept for Pirate's Cove but has an issue with the duplication of services. More specifically, tutoring and probation alerts.</p> <p>W. Cowen goes over what was approved by committee for Pirate's Cove in 2016. W. Cowen breaks down data provided in the Progress Reports and course succession rates. W. Cowen answered questions from committee members regarding data provided. P. Munoz also believes the faculty tutoring is a duplication of services. H. Aguilar raises concern in the duplication of services. R. Johnson states that students also attend tutoring in child development talk about going to the Cove and how comfortable they feel going to Pirate's Cove. R. Trevino states that the 3SP plan and flow chart will be available at the end of the semester. W. Cowen states tutoring is not being paid</p>			
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	<p>for by 3SP. K. Hoffman states that Equity was targeted to also help instructional faculty close achievement gaps.</p> <p>B. Herrera motions to submit spreadsheet of rankings to Executive team, second by P. Munoz. Yes: All</p> <p>B. Herrera would like report back from Executive Team at April 11<sup>th</sup> or April 25<sup>th</sup> meeting.</p>			
<p><b>5. Hiring Practices and Diversity</b></p> <ul style="list-style-type: none"> <li>• Instructional/Non-instructional handout from P. Briggs</li> <li>• Ad-Hoc Update</li> </ul>		<p><b>Vote/ Discussion</b></p>		
<b>6. Proposed 2:30 Meeting Start Time</b>				
<b>7. Open Comments/Announcements</b>				
<b>8. Adjournment</b>	Adjourned 3:28pm.			
	<p>Next Meeting: 4/11/18            Future Meetings: 4/25/18, 5/9/18*, 5/23/18            *if need be</p>			

*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*