



Student Success Committee (SSC) Minutes

October 25, 2017 @ 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		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 Theresa Winter	x	Classified*	Dora Hartman	X	Equity/Effect Dean	Phillip Briggs	X
4	English, Math and Learning Resources	Lisa Anderson	X	Classified*	Pamela Yeagley	X	Academic Senate President	Phillip Clinton, ASVP Colleen Coffey	x
5	Sciences	Vacant		ASVC (Dir. Of External Affairs)	Jessica Perez		Classified Senate President	Pamela Yeagley	
6	Student Services	Paula Muñoz	X	Administrator	Lynn Wright	X	Grants	Bill Hart	
7	Visual Arts, Behavioral and Social Sciences, and Languages	Vacant		Administrator	Dan Kumpf	X	Administrator	Gwendolyn Lewis Huddleston	
8	Faculty	Heather Aguilar/ Sumita Lall	X	Supervisor	Alma Rodriguez	X	Administrator	Vacant (Dean/Student Services)	
9	Faculty Co-Chair	Bea Herrera	X	Supervisor	Arlene Reed	X	Administrator	Tim Harrison	
Guests							Administrator	Debbie Newcomb	
	Eric Martinsen	Emily Bartel	X	*Classified Alternate	Tatiana Lawler*	X	Administrator	Felicia Duenas	
x	Angeles Rodriguez	Jeanine Day			Rick Trevino	x	Administrator	David Bransky	x
		Brenda Griego	x		Lt. G. Beckley		President	David Keebler	

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	2:04 pm Called to Order			
2. Public Comments	<p>We are working diligently to fix concerns regarding classroom and building temperatures in this heatwave, however, M&O is at capacity. We have contacted the DAC in regards to this.</p> <p>Please use best judgement and cancel/close if necessary. Please post information.</p>			

<p>3. Approval of Minutes</p> <ul style="list-style-type: none"> 9/27/17 10/11/17 	<p>B. Herrera motion to approve minutes, second by L. Wright Abstain: P. Muñoz Motion passed</p>	<p>Vote</p>		
<p>4. <u>Integrated Plan</u> UPDATE (BSI, Equity & 3SP) <i>Student Success Committee</i></p> <ul style="list-style-type: none"> <u>Timeline</u> 	<p>Timeline may be pushed back to January. Current timeline requires discussing during November Board Meeting, which we will proceed with.</p> <p>Will be moving to CPC today. Academic Senate: 1st reading – not happy with plan.</p>	<p>Update</p>		
<p>5. Reports from Campus Initiatives</p> <ol style="list-style-type: none"> <i>Basic Skills</i> <i>Student Equity</i> <i>3SP</i> 	<ol style="list-style-type: none"> Monthly meeting with Chancellor. Not much to report. Everything is up to date. Some discussion focused on funding. Only 3 out of 4 metrics can be assessed. So, only 75% being dispersed at first. Minimum is 100,000. (currently and previously we only received around 90,000 – this is for AY 2017 - 18) Advisory group discussed methods for proposals to this committee. As of today, Damien will be overseeing the Equity Advisory Group. Discussed Pirate Fridays, and HS campus visits. Also discussed Academic Renewal. AB705 – effort to discuss how this will pan out (multiple measures). Some students may not have access to previous transcripts, and what would be the plan B? English Dept. formed a workgroup which met this week. Plan by Nov 13. 	<p>Report</p>		
<p>6. Budgets for 3SP/BSI/Equity</p> <ul style="list-style-type: none"> Available Balance(s) 	<p>Handouts with budget balances distributed.</p> <p>3SP: Payroll is biggest amount: 6 fulltime faculty, 13 classified, 1 supervisor, 1 dean. This is all the budgets for 3SP together – individual budgets have not been reviewed. Recommendation is that the 3SP Advisory Group has the ability to review individual program budgets under 3SP. Current 2017 -18 budget is smaller for operation due to personnel. All funds for 2017 – 18 –have been committed. Detailed budget with positions will be reviewed by 3SP Committee.</p>	<p>Presentation</p>		

	<p>B. Herrera made a motion for detailed budgets from 3SP/BSI/Equity with positions and expenditures to bring back for review at November 8th meeting. Second by P. Muñoz Abstention: D. Kumpf, S.Hall</p> <p>BSI: 71,000 change from prior year. 90,000 allocated for year. Majority of funds for tutoring. Details to come in next meeting.</p> <p>Equity: November 1st Research and Manager: administration, classified and faculty will be removed from Equity to General Fund. Discussion regarding Equity budgets and upcoming changes to budget.</p>			
7. Process to request funding; Criteria used to select and evaluate previously funded campus initiatives (W. Cowen)	<p>Handout given and explanation from W. Cowen regarding proposed RFP process for ISP funds, W. Cowen motions to approve timeline of RFP process established in handout.</p> <p>Discussion was had regarding process and suggestions for establishing transparent process. Alma stated program review process should still continue however we may double with RFP process.</p> <p>Proposed process will go to Equity group for recommendation.</p>	Update		
8. Hiring Practices & Diversity	Postponed	Discussion		
9. Diversity and Culture Festival (Multicultural)	Postponed	Discussion		
10. Classified Co-Chair (P. Yeagley)	Postponed	Discussion		
11. Open Comments/Announcements	Postponed			
12. Adjournment	Adjourned 3:28 , motion to adjourn made by L. Wright			
	<p>Next Meeting: November 8, 2017 Future Meetings: 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></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