



## Student Success Committee (SSC) Minutes

February 14, 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	
3	Career Education II	Vacant		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	
5	Sciences	Vacant		ASVC (Dir. Of External Affairs)	Jessica Perez	X	Classified Senate President	Pamela Yeagley	x
6	Student Services	Paula Muñoz	X	Administrator	Lynn Wright	x	Administrator	Gwendolyn Lewis Huddleston	
7	Visual Arts, Behavioral and Social Sciences, and Languages	Vacant		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	Tatiana Lawler*	x	Administrator	Debbie Newcomb	
x	Angeles Rodriguez	Jeanine Day			Rick Trevino		Administrator	David Bransky	x
x	Cynthia Salas	Brenda Griego	x		Lt. G. Beckley		President	David Keebler	
		Mary Jones	x		Carol Smith	x			

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	D. Peña called meeting to order at 2:04pm			
2. Public Comments	Happy Valentine's Day to all members. K. Liang requests 2:30pm start time in efforts to avoid missing class. This item will be added to future agenda for discussion.			

<p><b>3. Approval of Minutes</b></p> <ul style="list-style-type: none"> <li>• 1/17/18</li> <li>• 1/24/18</li> </ul>	<p>Tabled</p>	<p><b>Vote</b></p>		
<p><b>4. Hiring Practices and Diversity – Handout by P. Briggs</b></p>	<p>P. Briggs Handout passed out at two previous meetings related to Faculty and Staff demographics for hiring diverse employees. Charts are depicted upon what you identify as on your hiring application. Discussion regarding meeting criteria for the state chancellor’s office for number of fulltime faculty. Discussion regarding how this data was collected. P. Briggs walks committee members through each page and discusses data depicted in each chart.</p> <p>P. Briggs will split out instructional and non-instructional faculty and will bring back to committee.</p> <p>P. Muñoz would like this topic to remain on the table and for it to be addressed. Discussion regarding this being a serious goal for our campus. Strategic plan is in draft form and includes hiring diverse staff. Goal is not located in VC Educational Master Plan. B. Herrera asks group for input regarding addressing this goal. W. Cowen states posting jobs in a different way that attracts a more diverse candidate pool. Discussion regarding current applications and questions being asked and how it singles out candidates. Notes this would be an HR issue not VC. Discussion regarding the hiring processes lacking the ability to be your authentic self while going through the hiring processes which may deter possible candidates. Rating potential vs. experience and education. Candidates have great potential but may not hold the most experience or education. Question being raised that hiring panels need more diverse members. C. Salas believes the panel members lack knowledge in diverse culture to understand the answers they are being given in interviews. Committee members believe questions and concerns should be raised to Executive Team. It was suggested to invite HR to a meeting to answer questions that committee members have regarding hiring diverse staff. P. Muñoz would like a written goal as part of the strategic plan stating we are committed to hiring culturally proficient instructional faculty committed to serving students. Hiring Diversity link required by HR will be sent out to Committee members. E. Bartel suggests a workshop or event should be offered for the community in order to reach out to more diverse</p>	<p><b>Update</b></p>		

	<p>candidates. B. Herrera suggests forming a workgroup from SSC to help formulate an action plan or resolution to be submitted on behalf of committee</p> <p>Workgroup will consist of Tatiana, Alma, Paula, Lt. Beckley, Jessica, Dora, Arlene, Bea, and Lynn. Diversity hiring workgroup will be added to reoccurring update item on SSC agenda. W. Cowen moves to create an ad-hoc group to discuss hiring diverse faculty, second by P. Munoz, Yes: All</p>			
<b>5. RFP Update</b>		<b>Vote/ Discussion Report</b>		
<b>6. Reports from Campus Initiatives (5 min)</b> a) Basic Skills b) Student Equity c) 3SP				
<b>7. Open Comments/Announcements</b>				
<b>8. Adjournment</b>				
	<p>Next Meeting: 2/14/18 Future Meetings: 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*