



## Student Success Committee (SSC) Minutes

September 27, 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	✓	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)	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 Aguilar/ Sumita Lall	✓	Supervisor	Alma Rodriguez	✓	Administrator	Vacant (Dean/Student Services)	
9	Faculty Co-Chair	Bea Herrera	✓	Supervisor	Arlene Reed	✓	Administrator	Tim Harrison	
<b>Guests</b>							Administrator	Debbie Newcomb	
	Bruce McFadden ✓	Emily Bartel	✓	*Classified Alternate	Tatiana Lawler	✓	Administrator	Felicia Duenas	
	Jeanine Day ✓	Eric Martinsen	✓		Rick Trevino	✓	Administrator	David Bransky	
	Angeles Rodriguez ✓	Brenda Griego	✓		Lt. G. Beckley	✓	President	David Keebler	
	Cynthia Salas ✓								

Agenda Items	Discussion Notes	Action	Date	Who
<b>1. Call to Order</b>	D. Peña called the meeting to order at 2:03 pm and conducted roll call.			
<b>2. Public Comments</b>	D. Peña noted that the desired outcome for the meeting was to vote on the integrated plan and provide a recommendation to the campus community in support of the plan. B. Herrera inquired if it would be allowed to include a minority opinion. She noted that it could be discussed if necessary, if there was not consensus.			
<b>3. Approval of Minutes</b> <ul style="list-style-type: none"> <li>09/13/17</li> <li>09/20/17</li> </ul>	postponed			
<b>4. <a href="#">Integrated Plan</a> (BSI, Equity &amp; 3SP) R. Trevino, L. Wright, and D. Kumpf</b> <ul style="list-style-type: none"> <li><a href="#">Timeline</a></li> </ul>	R. Trevino noted that Item 1, Progress column, the Equity Advisory group recommended omitting the terms "Met/On-Track." B. Herrea made a <u>motion</u> to omit the terms "Met/On-Track", second by P. Muñoz.			

	<p><u>Discussion:</u> Brief discussion on whether the terms were required or not. It was determined they were not.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>R. Trevino noted that the Equity Advisory group recommended changes to the language in Item 1c., Equity column, to be more broad as opposed to specific.</p> <p>The language went from, “Provide professional development to train faculty in culturally responsive pedagogy to increase success and bridge the equity gap by recruiting faculty to participate in the Faculty Academy, attend presentations by invited speakers and send them to conferences.” To “Provide professional development to train faculty and classified staff in culturally responsive pedagogy and support services strategies designed to increase success and bridge the equity gap.</p> <p>Schedule equity minded presentations by faculty and classified staff experts on campus as well as by invited speakers.</p> <p>Send faculty and classified staff to conferences that promote equity-minded strategies, and recruit faculty, staff, and administration to participate in focused and sustained Professional Development activities.”</p> <p>B. Herrea made a <u>motion</u> to accept the recommended changes from the Equity Advisory group, second by W. Cowen.</p> <p><u>Discussion:</u> none</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>Item 3. Goal “Close achievement gaps for disproportionately impacted groups” – Equity column</p> <p>H. Aguilar and S. Lall were tasked with rewriting to be broader. “Provide professional development opportunities for faculty, classified staff, and administration to learn and implement effective equity-minded-focused practices.”</p>			
--	---	--	--	--

	<p>B. Herrera made a <u>motion</u> to adopt the language as presented, second by P. Muñoz.</p> <p><u>Discussion:</u> P. Muñoz inquired as to the difference between the term ‘equity-minded’ and ‘culturally relevant’? P. Clinton replied that equity encompasses all students whereas culturally relevant is specific to a culture, it would exclude students with disabilities where equity would include them. Discussion ensued resulting in consensus to change word from equity-minded to equity-focused.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>R. Trevino presented Item 6.</p> <p>“Faculty Academy will continue in FY18. Prior cohorts showed statistically significant increases in both success and narrowing the equity gap for students of the participants. Monthly Pirate Talks are scheduled for faculty and staff to present on issues related to classroom instruction, student services, and classified support. A <del>two-day</del> Diversity in Culture festival highlights diversity through cultural performances and <del>scheduled talks</del> presentations that focus on diversity. These dates are alternate days of instruction. We encourage faculty to schedule their classes to attend presentations and performances. These activities are in addition to numerous equity-based and student success presentations during scheduled <del>Flex Days</del> Professional Development activities.”</p> <p>Discussion ensued that touched on keeping the language broad. Several edits were suggested and implemented on the screen.</p> <p>B. Herrera made a <u>motion</u> to adopt the language as presented, second by P. Muñoz.</p> <p><u>Discussion:</u> D. Kumpf made a friendly amendment that was accepted by B. Herrera and P. Muñoz.</p> <p><u>Final Resolution:</u> Motion failed.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, B. Herrera, V. Allen, and A. Reed.</p> <p><u>Abstain:</u> H. Aguilar, T. Lawler, L. Wright, D. Kumpf, D. Hartman, A. Rodriguez, and K. Liang.</p> <p>Further discussion and working edits, resulted in the language:  “The campus will continue to provide professional development</p>			
--	---	--	--	--

	<p>opportunities for faculty, classified staff, and administration to learn and implement effective equity-focused practices. The campus intends to collaborate to create a college awareness of equity-focused practices to increase success and bridge the equity gap. Faculty, classified staff, and administrators are encouraged to attend culturally inclusive presentations and performances, in addition to numerous equity-focused and scheduled student success presentations <del>during professional development events.</del>"</p> <p>W. Cowen made a <u>motion</u> to adopt the language as presented, second by T. Lawler.</p> <p><u>Discussion:</u> D. Kumpf made a friendly amendment to end the paragraph after "presentations" that was accepted by W. Cowen and T. Lawler.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p><u>Abstain:</u> L. Wright</p> <p>R. Trevino reviewed Items 7 and 8 and noted no changes since the last meeting.</p> <p><u>Item 9. Budget Template (Handout in Meeting)</u> Brief discussion regarding the budget template. B. Griego agreed to present the budget at the next meeting. D. Kumpf noted that the college has until June 30, 2019 to expend the funds.</p> <p>B. Herrera made a <u>motion</u> to adopt the budget template as presented, second by L. Wright.</p> <p><u>Discussion:</u> none</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p><u>Item 10. Executive Summary (Handout in Meeting)</u> Discussion regarding the Executive Summary included clarification on the Goals Mapping to the <u>Educational Master Plan</u> (EMP). It was noted that the minimum requirement was to</p>	<p><b>Budget Presentation</b></p>	<p>10.11.17</p>	<p>B. Griego</p>
--	---	-----------------------------------	-----------------	------------------

	<p>include Equity and that the activities would be provided via the Equity Advisory group. It was suggested and R. Trevino concurred to double check the numbers for Veterans and students with disabilities.</p> <p>L. Wright made a <u>motion</u> to accept the executive summary as presented, second by B. Herrera.</p> <p><u>Discussion:</u> none</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>Item 11.</p> <p>A. Rodriguez suggested including classified staff and administration in addition to faculty. D. Hartman suggested changing 'culturally-responsive' to 'culturally-inclusive'.</p> <p>T. Lawler made a <u>motion</u> to accept item 11 with the changes noted previously, second by D. Hartman.</p> <p><u>Discussion:</u> P. Muñoz commented if culturally-inclusive was different from equity.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, P. Muñoz, H. Aguilar, B. Herrera, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p>Item 2: Discussion centered on the tense of the paragraph. It was suggested to change the first line from "Our Sail to Success Initiative has been..." to "Our Sail to Success Initiative is..."</p> <p>T. Lawler made a <u>motion</u> to accept item 2 with the change noted previously, second by D. Hartman.</p> <p><u>Discussion:</u> Clarification on the Sail to Success Initiative goal of students be transfer ready in 1 year, so that they would be in transfer level courses in their second year.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, H. Aguilar, K. Liang, V. Allen, D. Hartman, T. Lawler, L. Wright, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p><u>No:</u> P. Muñoz</p> <p><u>Abstain:</u> B. Herrera</p>			
--	---	--	--	--

	<p>Item 3. Discussion regarding supplemental instruction, consensus was to use “Embed active learning and other effective classroom strategies...”</p> <p>P. Muñoz requested a changed to Goal “Improve success rates in degree attainment, certificate attainment, &amp; transfer”, BSI column, 2<sup>nd</sup> sentence to “Increase” instead of “Reduce.” L. Wright noted that the goal is to shorten the sequences. Discussion ensues with a request for the research to be presented at a future meeting. K. Hoffmans suggests changing the language to reflect the goal. “Streamline pathways and reduce barriers to complete degree and transfer level requirements.”</p> <p>B. Herrera made a <u>motion</u> to accept the item with changes noted, second by P. Muñoz.</p> <p><u>Discussion:</u> none</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, H. Aguilar, B. Herrera, P. Muñoz, K. Liang, V. Allen, D. Hartman, T. Lawler, D. Kumpf, A. Rodriguez, and A. Reed.</p> <p><u>Abstain:</u> L. Wright</p> <p>Goal – “Deeper collaborations with high school districts...”</p> <p>P. Muñoz made a <u>motion</u> to accept the item, second by B. Herrera.</p> <p><u>Discussion:</u> Clarification was made regarding the wording “to create cultural awareness...” a friendly amendment was made to include the word “college” in front of cultural to reflect the intention clearer.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, H. Aguilar, B. Herrera, P. Muñoz, K. Liang, V. Allen, D. Hartman, A. Rodriguez, and A. Reed.</p> <p><u>Abstain:</u> L. Wright, T. Lawler, and D. Kumpf.</p> <p>D. Hartman made a <u>motion</u> to approve the Integrated Plan with changes noted to be distributed to the college community.</p> <p>P. Muñoz requested inclusion of increase in hiring diverse faculty to reflect the HSI designation of the college. Discussion ensued that clarified that that would be a college goal and could be included in the work plan.</p>	<p><b>Share data supporting goal</b></p>	<p>10.11.17</p>	<p>L. Wright</p>
--	---	--	-----------------	------------------

	<p>D. Peña reviewed the timeline.</p> <p>D. Hartman made a <u>motion</u> to approve the Integrated Plan with changes noted to be distributed to the college community, second by A. Reed.</p> <p><u>Discussion:</u> B. Herrera clarified that according to the timeline, it would not come back to the SSC prior to Board submission. It was consensus to update the timeline to include a final review by SSC October 25, 2017.</p> <p><u>Final Resolution:</u> Motion was approved.</p> <p><u>Yes:</u> W. Cowen, R. Johnson, H. Aguilar, B. Herrera, P. Muñoz, K. Liang, V. Allen, D. Hartman, A. Rodriguez, A. Reed, L. Wright, T. Lawler, and D. Kumpf.</p>			
<p><b>5. Updates from Initiatives on Campus</b></p> <p><i>a. Basic Skills</i></p> <p><i>b. Student Equity</i></p> <p><i>c. 3SP</i></p> <p><i>d. Velocidad Closeout</i></p>	Postponed			
<p><b>6. <a href="#">Community College Completion Grant</a></b></p> <p><i>A. Rodriguez</i></p>	Postponed			
<b>7. Hiring Practices &amp; Diversity</b>	Postponed			
<b>8. Diversity and Culture Festival (Multicultural)</b>	Postponed			
<b>9. Process to request funding; Criteria used to select and evaluate previously funded campus initiatives</b>	Postponed			
<b>10. Reporting Outcomes/Successes of 3SP/BSI/Equity to Campus Community</b>	Postponed			
<b>11. Budgets for 3SP/BSI/Equity</b>	Postponed			
<ul style="list-style-type: none"> <li>• Available Balance(s)</li> </ul>				
<b>12. Keep or Cancel Oct. 11, 2017 (as needed) Meeting</b>	Consensus was to keep the October 11, 2017 meeting.			
<b>13. Open Comments/Announcements</b>	P. Muñoz noted that the next Equity Advisory meeting conflicts with Academic Senate meeting and requested that D. Kumpf reschedule it.			
<b>14. Adjournment</b>	Motion to adjourn made by L. Wright, meeting adjourned at 4:01pm.			

	Next Meeting: October 11, 2017* Future Meetings: 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 *if need be			
--	---	--	--	--

*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*