



Student Success Committee (SSC) Minutes

February 24, 2021 @ 2:00-3:30 pm Zoom Meeting

Charge: The Student Success Committee (SSC) is the operational committee responsible for student success, equity/racial equity, and related initiatives. The SSC integrates and aligns student success efforts into a cohesive strategy through on-going evaluation of data and effective sharing of information campus-wide. SSC makes recommendations to the Executive Team via the College Planning Committee to identify and close equity gaps while continuously improving student success outcomes in accordance with State guidelines, the Student Equity Plan, and the Ventura College Master Plan.

ADMINISTRATOR CO-CHAIRS (Non-Voting): Jennifer Kalfsbeek-Goetz and Damien Peña

Membership: Representative College Governance Committee—(Voting members)9 Faculty + 9 Non-Faculty, 1 Student; 4 Classified; 2 Supervisors

Voting Members						
1	Health, Kinesiology, Athletics, and Performing Arts	Vacant		Classified	Jordana Ybarra-Telias	X
2	Career Education I	Heather Ladwig-Aguilar	X	Classified Co-Chair	Veronica Allen	X
3	Career Education II	Ralph Fernandez	X	Classified	Victoria Nielsen	Absent
4	English, Math and Learning Resources	Eric Martinsen	X	Classified	Jamie Birkett	X
5	Sciences	Hafez Alawdi & Daniel Clark	X X	Classified	James Walker	X
6	Student Services	Bea Herrera	X	Administrator	Jennifer Kalfsbeek-Goetz	X
7	Visual Arts, Behavioral and Social Sciences, and Languages	Vacant		Administrator	Damien Peña	X
8	Faculty	David Young	Absent	Supervisor	Alma Rodriguez	Absent
9	Faculty Co-Chair	Paula Muñoz	X	Supervisor	Gabriella Asamsama-Acuna	X
GUESTS						
	Kim Hoffmans					
	Cathy Bojorquez					
	Marnie Melendez					

Recorder: Tricia Bergman

Agenda Items	Discussion Notes	Action	Date	Who
1. Call to Order	Meeting called to order at 2:02 p.m.			
2. Review and approve minutes from 1.27.2021 meeting	Referring to the email B. Herrera sent to Co-Chairs on 2.24.2021 at 1:51 p.m., she asked that her notes be included in the 1.27.2021 minutes. With the inclusion of the notes, B. Herrera motioned to accept the Minutes from the 1.27.2021 SSC meeting. Dan Clark 2 nd the motion.			

	<p>YES: 12 members approved NO: -0- Abstention: -0-</p>			
3. Public Comments	None			
4. Report out on SEP work group, create four work groups to align with the Metrics (Access, etc.)	<p>The topic was brought up about forming SEP Work Groups. Following discussion, five Taskforce Groups were created. Each Group will be responsible for one of the metrics of the Equity Plan. The committee looked at all the activities involved in the Equity Plan metrics. P. Munoz shared that she would like to move forward to form the Equity Taskforce Groups in order to begin the process as soon as possible with the goal being to have each Taskforce Groups' plans completed by March 24th SSC meeting. D. Peña said the Taskforce Groups will have an opportunity to see what other avenues to explore to find funding and suggested highlighting areas that would be able to use MyPath funding.</p> <p>Further discussion continued on the following topics:</p> <ul style="list-style-type: none"> ▪ Action: What specifically needs to be implemented (i.e., data, flyers, etc.) ▪ Who: Who would be the responsible for providing information (i.e., IT or a specific department or Division) ▪ Responsible Party (i.e., the Dean, workgroup point person) ▪ Funding: If needed, where will funding come from (i.e., AB19, Student Equity, Guided Pathways or General Funds)? ▪ Goal: What type of deadline should be set for when this will be accomplished (i.e., specific date) <p>Below are the Taskforce Groups formed per metric, the red being the person who will set the meeting.</p> <p>Access Group</p> <ul style="list-style-type: none"> • Gaby • Hafez 			

	<ul style="list-style-type: none"> • Paula • Victoria • Marnie • Alma or Damien • Jordana <p>Transfer English and Math Group</p> <ul style="list-style-type: none"> • Heather • Jamie • Jen • Eric <p>Fall-Spring Retention Group</p> <ul style="list-style-type: none"> • Heather • Jordana • Damien • Veronica <p>Transfer Group</p> <ul style="list-style-type: none"> • Bea • Jimmy • Marnie • Dan <p>Completion Group</p> <ul style="list-style-type: none"> • Paula • Jimmy • Ralph • Alma or Bea 			
<p>5. Discuss: How will current SEA funded projects/programs get evaluated for continuance?</p>	<p>B. Herrera said she presented this as an agenda item and wanted to explain the background for it. Several groups funded through SEA budget were not found in the Equity Plan. Some of her questions were: 1. How would they get funded through SEA; 2. Will it be Initiative or program specific; 3. What does SEA money encompass and cover; and 4. Where is the data to support continuing funding those initiatives. B. Herrera asked that the committee begin looking at what is continuing to be funded and what specific items the money is being spent on. She wants to have this placed again as an Agenda Item for discussion at the next SSC meeting</p>			

	<p>K. Hoffmans addressed the committee and said to please remember that SEA funds are designated for equity and achievement, which broadens the scope somewhat.</p> <p>D. Peña pointed out that SEA budget Q&A could be found in the SSC “My Files” folder.</p>			
<p>6. Is this committee planning to focus on all things equity, regardless of if it is in the SEP? Or SEP focused items only? (EXAMPLE – Multicultural Center)</p>		<p>Tabled to next meeting.</p>		
<p>7. Discuss Budget – Cathy Bojorquez to attend 3:00 p.m.</p>	<p>C. Bojorquez spoke to the committee concerning the structure of Equity and SEA funding categories. She pointed out that the college has to report to the State how funds are being spent based on specific Codes given to the college by the State. The college has to be careful not to mix funding between the SEA and Equity budgets to insure the programs and activities being funded match the Codes given by the State. Discussion followed.</p>			
<p>8. Closing Comments</p>	<p>Since there are two remaining SSC meetings on calendar for the academic year (March 24th and April 28th), J. Kalfsbeek-Goetz asked committee members if they would like to add an additional 3rd SSC meeting to be held on Wednesday, May 5th, 2:00-3:30 p.m. Members agreed by consensus.</p> <p>The next SSC meeting will be held March 24th at 2:00 p.m.</p>			
<p>9. Adjournment</p>	<p>Meeting adjourned at 3:35 p.m.</p>			