



STUDENT SUCCESS COMMITTEE DRAFT MINUTES

SEPTEMBER 21, 2017 | 2:00 PM | 1641

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Members

Voting Members:

William Garcia, VP Student Services P
 Sylvia Rodriguez, Dean of Admissions & Records P
 Michael Schwarz, Dean of Student Services P
 TBD, Dean Academic Services
 Amir Law, Academic Services
 Kisha Turner, A&H Faculty P
 TBD, CATTs Faculty
 Eric Harpell, MSEPS Faculty P
 TBD, BHAWK Faculty
 Jill Oliveira, Student Services Faculty
 Angela Amaya, Librarian P
 TBD, Classified Professional
 TBD, Classified Professional
 Jesus Bravo-Morales, Classified – Student Services P
 Donna Reed, Classified – Student Services
 Cindy Robinson, Classified – Student Services P
 Tatiana Hernandez, ASLPC P
 Uphie Ngwa, ASLPC P

Non-Voting Members

Nessa Julian, Chair P
 Diane Brady, VP Administrative Services
 Don Miller, *Interim* VP Academic Services
 Rajinder Samra, Institutional Research & Planning P
 Melissa Korber, Academic Senate
 Ashley McHale, BSI Committee
 Michelle Gonzales, BSI Committee
 Amanda Ingold, Note Taker

All members of the campus community are welcome to attend

Agenda Item

1. Call to Order/Welcome Nessa Julian

Meeting called to order at 2:11 PM

2. Review Mission Statement & Planning Priorities Nessa Julian

3. Approval of Agenda and 5/4/17 Draft Minutes Nessa Julian

4. Review Student Success Committee Charge Nessa Julian

We reviewed the committee charge and membership. The goal of the committee is to advise the Director of Student Success and Equity program guidelines and the committee charge will be added to the website and accessible to the campus community. There will be follow up discussion for clarification on how the committee reports to college council and Academic Senate but overall there was positive feedback and all were in agreement regarding the committee charge.

5. Review of Student Equity (SE) & Student Success & Support Programs (SSSP) objectives Nessa Julian

Reviewed document explaining key statutes and regulations for the Unified Basic Skills Initiative, Student Equity program, and Student Success and Support Program. Expenditure guidelines have now evolved to allow colleges to define what they would consider reasonable and justifiable and what expenditures are considered “non-allowable”. The document also reflected what “core services” were as it pertains to the Student Success and Support Plan as well as a list of the success indicators for the Student Equity Plan. For more detailed information, see the reference documents for the Student Success Committee meeting on the LPC website.

6. Unified Plan for BSI/SE/SSSP Nessa Julian

a. Review plan format and progress

The committee briefly reviewed the 2017-2019 CCCC Integrated Plan: BSI, SE, SSSP template. Nessa and the BSI Co-Coordinators, Ashley McHale

and Michelle Gonzales, are working on drafting the plan and the work will be available to all members on the Student Success Committee website. The report is due in December and Nessa, along with the BSI Co- Coordinators met with many campus members to gain knowledge on work that has been done in the past and requested feedback on what information from various areas should be noted in the plan write up. A significant part of the Unified Plan involves future planning for SSSP, BSI, SE for 2017-2019. All committee members will have access to the google working document to review before the October meeting.

b. Review timeline for approval

Nessa plans to bring the completed 2017-2019 Unified Plan for board approval in November and in order to meet this goal she has to follow a very aggressive timeline to make sure all constituency groups on campus have approved the plan. All committee members will be able to review the document and provide their feedback prior to the November board meeting. Nessa explained how the goals and objectives of the plan stemmed from what the state wanted community colleges to place their priorities. The college then developed activities related to the goals provided by the state. The BSI co-coordinators Ashley McHale and Michelle Gonzales, William Garcia, Mike Schwarz, Diane Brady, Vicki Shipman, Tom Allen, Don Miller, and Natasha Lang were involved in reviewing and providing feedback and approval to follow through on goals addressed.

7. Student Equity & Disproportionate Impact Data Rajinder Samra & Nessa Julian

Rajinder shared Student Equity data for the previous year and progress has been made closing the achievement gaps in various areas. For Access (one of the Student Equity success indicators), there was discussion on how and why students from Tracy cannot be added to that number and how that should be reported in the plans. There was also discussion on how our campus could look at that data for future planning in regards to student access from Tracy and the greater San Joaquin area. New information, number of students lost, was added to see how to increase student success rates in this area and why those students are no longer enrolled. A document showing the summarization of groups who are disproportionately impacted will be added to the website once all information is final; the committee reviewed the draft form of this document during the meeting and provided feedback.

8. 2016-17 Mid-Year Expenditure Report for Nessa Julian BSI/SE/SSSP

Mid-year report is due in October and this is the first time we are submitting a report unifying BSI, SE, SSSP

9. 2017-18 SE & SSSP Budgets Nessa Julian

For SSSP, our current budget for 2017 - 2018 is \$1.4 million. Based off of current budget projections we look to be overspent by \$200,000 by the end of the fiscal year. For Student Equity, our budget for 2017 – 2018 fiscal year is \$516,000, about \$167,000 less than the previous year, and with current projections we will be overspent. Our FY 18 is \$516,000, about \$167,000 less than last year but the Chancellor’s Office haven’t

released the final allocation amounts. We are hoping we could better leverage SSSP and SE since our allocation is less than the previous year. The state will release the final allocation amounts in the coming months. Once the information is released we will look at better leveraging both funds. SSSP moved to a funding model based on core services/MIS Data thus leading to a lower allocation from previous years. Previously we had an allocation of \$1.6 million. We will review core services and how each category is funded in order to make sure we are maximizing our services and inputting that information in correctly in order to receive funding.

10. Budget Proposals Process Nessa Julian

Initiated discussion on a proposal process to request SSSP and Equity funds. A rubric is being created for future planning and will be presented to the committee at a future date. An example rubric will be added to the college's student success and equity webpages.

11. Adjournment 3:33 PM

12. Next Regular Meeting Thursday October 19, 2017