



**Student Success Committee  
Minutes  
February 23, 2017  
3:30 – 5:00pm  
2314 Conference Room**

**CALL TO ORDER** - Teresa called the meeting to order at 3:33pm.

**ROLL CALL**

x	Dan Bryant	x	Tim Johnston	x	Student Rep - Alyssa Buendia
x	Jim Crooks		Jason Kelly	x	Susan Sawyer
x	Cheryl Cruse	x	Kate Mahar		Irma Leal-Cervantes
x	Teresa Doyle	x	Lyndia McBroome		
x	Lorelei Hartzler	x	Jennifer McCandless		
	IT-Rep-James Crandall	x	Shelly Presnell		

**APPROVAL OF MINUTES** - Lorelei made a motion to accept the minutes from April, September, and October as submitted, Cheryl seconded and all approved. The motion passed unanimously.

**DISCUSSION/ACTION**

- Nominations for a New Faculty Chair
  - Teresa has accepted a new position as the Associate Dean of Student Learning, therefore, as the bylaws state, the committee must elect a new Faculty Co-Chair. Teresa's previous position as BSI Coordinator will be re-hired in the fall, and that person could be a good choice to serve as the Faculty Co-Chair in the future. The new Faculty Co-Chair nominated or elected at this meeting might only preside over the next four meetings depending on the committee's decision in Fall 2017.
  - Jim volunteered to serve as the Faculty Co-Chair. Jennifer made a motion to nominate Jim, Susan seconded. The motion was approved unanimously with no discussion
- Annual Review of the Bylaws, Including Committee Membership
  - The Committee still needs a representative from PEAT as well as a second Counselor. Technically Jason represents Counseling, but is also connected to PEAT. It would be beneficial to have a second counselor.
  - Tim suggested adding language to include email voting as an option for the committee to make approvals remotely. Jennifer suggested referencing the Senate Bylaws because in some instances, email voting has not been allowed due to the Brown Act.

- Jennifer recommended clarifying the language in Article V concerning how the committee will vote to amend bylaws. She will propose language to amend this article at a future meeting.
- The annual approval of the Bylaws was tabled.
- Portfolium Recommendations
  - After discussion about the Portfolium platform, Alyssa made the point that students should be given every advantage when transferring to a UC or CSU, and as Portfolium is being used widely on those campuses, and is being offered to Shasta College at no cost, it would be beneficial to students. Jim made a motion to recommend moving forward with the implementation of Portfolium. Shelly seconded, and the motion was unanimously approved.
- Starfish Implementation Meetings
  - Tim announced that a Starfish implementation meeting will be held every Monday from 11:00am-12:00pm in Room 720. Anyone who would like to be a part of the process is welcome to attend these meetings.
  - There will also be a technology specific meeting every Tuesday from 12:00pm-12:30pm to work through technology issues as they arise and establish a workflow to set-up for the launch of the platform.
- Noncredit SSSP
  - Tim distributed a handout sheet on Noncredit Student Success and Support Programs (Noncredit SSSP). He explained that all colleges that offer noncredit programs must certify their eligibility on an annual basis to receive Noncredit SSSP funds. This information is used to determine with colleges will receive an allocation of Noncredit SSSP funding for the next fiscal year.
  - Currently, the funding formula is based 100 percent on a weighted noncredit student headcount, but due to a new funding formula being implemented in 2018-19, our funding would potentially be cut from \$32,000 to about \$10,000.
  - We receive \$1.6 million in Credit SSSP funds, and submitting for Noncredit SSSP funds requires the same expense of effort, but will likely only lead to \$10,000 in funding.
  - Tim recommended continuing to provide services to noncredit services through the use of Credit SSSP and to recommend to the Superintendent President that Shasta College withdraw from Noncredit SSSP funding for the 2017-18 academic year.
  - Jim moved to approve the recommendations as stated. Shelly seconded. The motion was approved unanimously.
- ALFI Report
  - Kate presented introductory findings from the ALFI, which is a study surveying adult learners. The study assessed the needs of adult learners enrolled at Shasta College and identified some of the strengths and challenges associated with our programs.
  - Kate will send out a link to the report and follow up with the committee to answer any questions or to discuss any recommendations the committee would like to make based on the findings in the ALFI Report.

## **ADJOURNMENT**

Teresa adjourned the meeting at 4:45 p.m.

Respectfully Submitted,

Taylor Mobley  
Recorder