

STUDENT SUCCESS COMMITTEE MEETING

Thursday, March 27, 2014

3:30-4:30 p.m.

Board Room

MINUTES

1. CALL TO ORDER: Teresa called the meeting to order at 3:37 p.m. in the board room.

2. ROLL CALL:

Present: Kendall Crenshaw, Ray Nicholas, Teresa Doyle, Tim Johnston, Lyndia McBroom, Cheryl Cruse, Chelle Sugimoto, Lorelei Hartzler, Susan Sawyer.

Absent: Kevin O'Rorke, Daniel Valdivia, Jason Kelly, Matt Laurie, James Crooks, Shelly Presnell, and James Crandall.

Guests: There were no guests present

**4. DISCUSSION/
ACTION ITEMS:**

a. Review and Approval of Minutes

Teresa passed around copies of the last meeting minutes and asked members to review them for approval. Teresa motioned to approve the minutes; the motion was seconded by Lyndia. All members were in favor, with no opposition. The motion was carried.

b. Student Success and Support Plan Template

Tim explained that with the passage of Student Success Act, the term "Matriculation" has been changed to "Student Success and Support Plan." The Chancellor's office has added elements to the plan, and Tim went on to overview the template with members, starting with SSSP Services. (See packet-General Instructions).

Tim explained that he would be presenting this back to the advisory committee, who would review and draft a plan. Then, a final draft would be revised before the beginning of the fall semester, to meet the post mark date deadline by October 17, 2014.

This plan will be used to inform the budget decisions for Student Services and Support Planning. Tim shared that there may be an opportunities for contingencies, with a reported increase in the district budget. The goal for this afternoon's meeting is to present the template to the committee, and report that departments have been working on the plan. Tim reported that a couple weeks ago, a flex day was used to work on the plan. Counselors worked together as a group to address the Counseling, Advising, and Other Education Planning Services section. A sub-committee of counselors is working on Orientation, and a separate sub-committee is working on Assessment. Tim also reported that he is working with Marc Beam on the research aspect of the plan. Tim will produce a draft by the end of the school year.

Tim described that FTE's were an outdated method, and the new utilized method is delivered services. Tim added that the method contains a formula, where there is a guarantee of base funding. For example, 40% of funding is rolled over, 60% is core services. They enjoy different percentages of the total. Counseling Services would use about half of the funding available, whereas Follow-up for At-Risk Students would use 10% of funding.

Teresa shared some ideas for Follow-up Services. She suggested providing workshops for students to attend. Students who were on probation could be required to go to a workshop. There could also be specific workshops for student populations. Teresa

expressed that her office would be happy to be involved with this aspect of the plan. Tim added that there would be motivation attached to the workshops, such as requiring workshop attendance for students who were not cleared for registration, etc. Lorelei suggested that Robert DePaul's workshops and EOPS student contact could count as a follow-up contact to go along with this plan.

Tim discussed the Transitional Services for District Match and explained how this section is to help with matching, which can be useful when it comes to funding. EOPS & TRiO can be considered match programs, along with other general funded services.

Tim stated that all he needed at this point was for the committee to be informed about the plan, and be aware of what was being done for the plan. Once the draft is completed, he will bring it back to the committee for comments and suggestions. Teresa stated that she would be happy to be placed in a sub-committee and work on gathering research for the plan.

c. Current and Proposed Flex Activities

Teresa disclosed that she was searching for ways to gather ideas for flex activities. She would like to compile a list of productive activities that are currently being used. She would also like to complete an assessment to see where needs are not being met, and implement activities to meet those needs without impacting budgets.

Teresa provided a list of flex activities currently used by other colleges, with the purpose of comparing and contrasting with Shasta College's activities. She hoped that it would spark ideas on what we could offer at our campus. The purpose of this project is to eventually generate a list for faculty to consult when determining how they would like to fulfill their flex time. Other campus committees are doing something similar to this.

Teresa emphasized the connection between effective flex activities and student success. High quality professional development hours (training hours) ensure better trained faculty. The more training faculty receive, the better equipped they are to do their job effectively.

Teresa discussed the need for a professional development coordinator. She stated that they are trying to get as much as possible in place before July 1, 2014.

Teresa split the members into three groups of three to brainstorm and generate new ideas for flex activities. She provided the groups with a sample copy of flex activities, and a blank copy for groups to list their ideas.

At this time, the flex requirement is to meet 2 fixed days, and 1 floating day. Starting July 1, 2014, faculty will be required to fulfill 2 fixed flex days, and 9 floating days. Ideally, the next step would be to have an online sign-up process, which would make tracking and registering for internal flex activities automated.

5. OTHER:

Teresa shared that the Student Workshop posters for the second half of the semester were distributed today. The poster includes workshops available from April through May. Teresa explained that she had included "Cram Week" on the poster. "Cram Week" will be done this semester on a larger scale than in the past. The library will be open later, Student Senate will be participating, and there may be club activity in the quad.

Summer Math camp is also featured on the poster. More details to follow at a later date. The purpose of the Math Camp is to prepare students to be more successful in their

math class in Fall 2014, with the possibility of achieving a higher initial placement into the basic skills math sequence.

Teresa handed out posters to committee members.

11. ANNOUNCEMENTS: Teresa will be emailing SSC members seeking members to serve on a sub-committee for Faculty Senate.

13. NEXT MEETING: The date of the next board meeting will be on Thursday, April 24.

14. ADJOURNMENT: Teresa Doyle adjourned the meeting at 4:48 p.m.

Respectfully Submitted,

Darlene Templeton
Substitute Administrative
Secretary.