

MINUTES

1. CALL TO ORDER: Kevin called the meeting to order at 3:37 p.m. in the Board Room.

2. ROLL CALL:

Present: Kevin O'Rorke, Kendall Crenshaw, James Crooks, Tim Johnston, Cheryl Cruse, Chelle Sugimoto, Lorelei Hartzler, Susan Sawyer.

Absent: Teresa Doyle, Daniel Valdivia, Ray Nicholas, Lyndia McBroom, Jason Kelly, Matt Laurie, Shelly Presnell, and James Crandall.

Guests: There were no guests present

**4. DISCUSSION/
ACTION ITEMS:**

a. Review and Approval of Minutes

Kevin asked members to review the minutes from the last meeting. Due to not having enough members present to meet quorum, Kevin postponed approving the minutes until the next month's meeting.

b. Sub Committee for the Basic Skills/ESL Action Plan

Kevin briefly went over the email that was sent to the members from Teresa Doyle. Anybody who would like to discuss the action plan is invited to attend the sub-committee meeting held on Thursday, May 15 from 1 – 2 p.m. in Room 746.

c. Rough Draft Student Success & Support Plan

Tim explained that the purpose of the committee is to drive what the work will look like. The state wants the plan to follow a specific template. The idea was to get us eligible and in compliance with state standards. After having met compliance standards, the committee will break down each component and ask for feedback from other committees to see if there are adjustments that need to be made.

Goal 1: compliance

Goal 2: make general adjustments

Tim shared that he received the template before the last committee meeting. The plan will be due October 17th, 2014. The idea is to jump start the process with draft ideas. The next step will be to get the necessary approvals by the beginning of next semester and have the draft ready by the October due date. There are four focus areas that need to be addressed. After addressing the areas, then it is the committee's duty to demonstrate how they will link technology to research.

Tim acknowledged that there are a couple of unanswered questions regarding the amount of funding received. He expressed that there is a strong possibility that we could experience enhanced funding from the governor. We are being allowed a one-time carryover of funds. Colleges have experienced cuts in funding; now they are being restored. Colleges are being allowed a carry over until the end of December for next year's funding purposes. Match funding is another area that is being analyzed. The final piece to this is the funding guidelines, when referring to the hand out. The handout describes how future funding is going to be determined. Tim asked the committee to review the plan and give some feedback on it to be able to present a second draft at the next meeting. The committee would like to get as much work as they can before the

deadline. Tim explained that there are still several approvals needed in order to carry this forward. Student success funds were previously based on FTS. The number of students attending determined funding received. Now, the money will be distributed based off of the services that the college provides. This will be a huge change for the college. Tim pointed to page 5 of the Funding Guidelines. There is a lot of pressure put on counselors nationwide, due to the fact that counseling will be accounting for 35 percent of funding.

Kevin added that there is a need to supplement the counselors with technology to create efficiencies. He would like to ensure that counselors are able to give them the attention they need; even during peak appointment times.

d. New Online Orientation

Tim shared that he has been working with Sue Loring to film video segments for an online orientation that will be accessible to new students. After it is completed, students could choose to complete their orientation online. There will be content presented in video and then a quiz at the end. It may also free up counselor time to allow students to get information ahead of time before making an appointment with counselor for education plan.

Tim announced that the video will be piloted this summer. There will be a way for students to enter their student identification number to gain credit for watching the video. He plans on presenting the video to the committee next semester for feedback.

e. High School Outreach

Kevin shared that Shasta College representatives visited 30 local high schools and had about 2,600 prospective students sign up to meet with counselors. It was a great turn out and he hopes to see good results by increased enrollment in the fall. Kevin recognized that every student is important and it took a lot of work to put the outreach together.

f. Drop Thought

Tim announced that they had been searching for a way to gather instant feedback on student satisfaction. The Board created a pilot at the last meeting. The pilot includes setting up 2 kiosks and an online widget for student sites in Financial Aid and Admissions & Records. Students can type in comments and needs directly into the system. If there is a student with particular challenge, somebody could intervene and help them. The pilot will run from summer to September of this year.

The system is user friendly, looks great, and gives you four faces that you can click on to indicate level of satisfaction. It will give us feedback in real time, and will be routed immediately to area managers who can clarify information for the student.

Kevin believes it is the best way to collect student surveys, and that this has a lot of potential. He explained that this will give us a glimpse into student learning outcomes; as well as provide data in real time.

5. OTHER:

11. ANNOUNCEMENTS: Kevin announced that the next SSC Meeting will be held in the Board Room.

13. NEXT MEETING: The date of the next meeting will be on Thursday, May 22nd

14. ADJOURNMENT: Kevin adjourned the meeting at 4:03 p.m.

Respectfully Submitted,

Darlene Templeton
Administrative Secretary I