



Minutes
09/03/2015

Attendees:

MSC	Faculty	Classified	Students	Non-Voting
Roland Montemayor Takeo Kubo Blake Balajadia (vacant)	Jennifer Nestojko Celia Cruz Fabio Gonzalez (vacant)	Patricia Romero Maria Avalos	Vacant (4)	Joyce Liu

Absent: Debra Guzman, Xiomara Martinez

1. Agenda

- a. Added to item 4 – Membership
- b. Agenda approved – R. Montemayor/2nd T. Kubo

2. Information

- a. Student Equity Plan (SEP) & Student Success and Support Program (SSSP)
 PowerPoint presentation overview feedback from CCCCO – Roland
 (See attachment “A”)

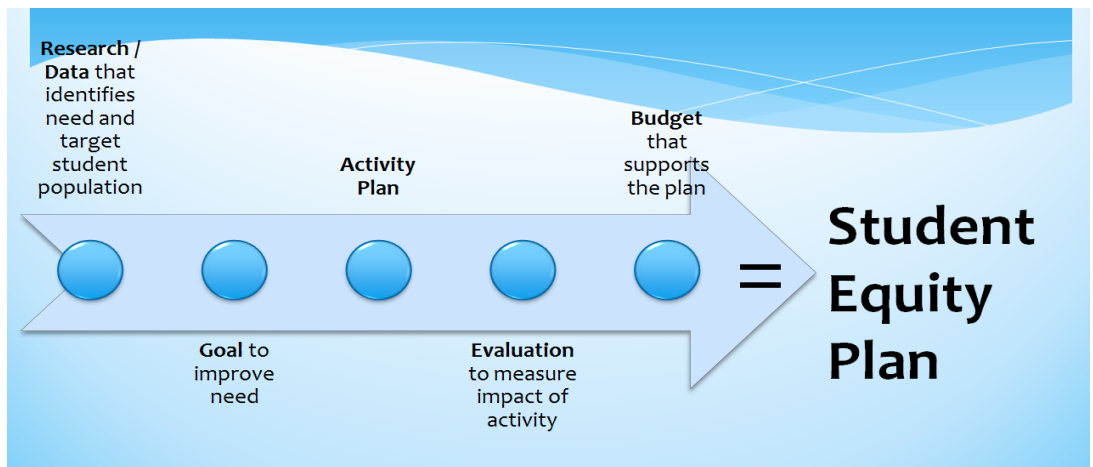
b. Student Equity Plan Feedback from 2014/2015 –

- i. Readers were asked to evaluate our plan for compliance with title 5 regulations and Education Code subdivision (d), Sections 78220-78221 (added by the passage of Senate Bill (SB) 860 in June, 2014).
 - 1. When we first started the guidelines were very loose. Now we have a new template to use for the 2014/2015 and the 2015/2016 plan. A lot of work needs to be done.
- ii. Some of the Ed Code requirements were new /added on short notice, no college plan fully complied.
 - 1. Result all colleges were asked to resubmit their plan using the new template. November 23, 2015 when the plan is due.
- iii. Reviewed the readers’ comments. (see attachment “A”)
 - 1. Comment #7 – The budget provided detail on how funds would be spent (Yes), but using the old budget method. Now we have to take the old expenses and fit them into one of the core college goals and template.
 - 2. The rubric does not give any feedback – only shows “Yes” or “No”

c. Student Equity Success Indicators

- Access
- Course Completion
- ESL and Basic Skills Completion
- Degree and Certificate Completion
- Transfer
- Research and District Priorities

- i. All of our expenditures and plans have to be tied to one of the indicators.
- ii. If it is not tied to one of the indicators it should not be on the plan or budget narrative.
- iii. Breakdown diagram shown of Student Equity Plan (see attachment “A”)



Step 1: Research/Data that identifies need and target student population

Step 2: Goal to improve the need based on the Data

Step 3: Activity Plan that addresses the Goal

Step 4: Evaluation to measure impact of activity which is in your Activity

Step 5: Budget that supports the Evaluation, Activity, Goal and Data

iv. Example: PLTL

1. Research shows not successful in course completion or Basic Skills
2. Goal is to improve complete course completion or Basic Skills
3. Activity would be PLTL with a short narrative
4. How are you going to evaluate that has an impact student population
5. Budget with support the activity. Budget regulations states cannot transfer budget to an existing activity. However you can expand activity. Example serving 100 student and want to expand to 100 students. No supplanting.

d. **Student Success & Support Programs (SSSP) Review 2014/2015**

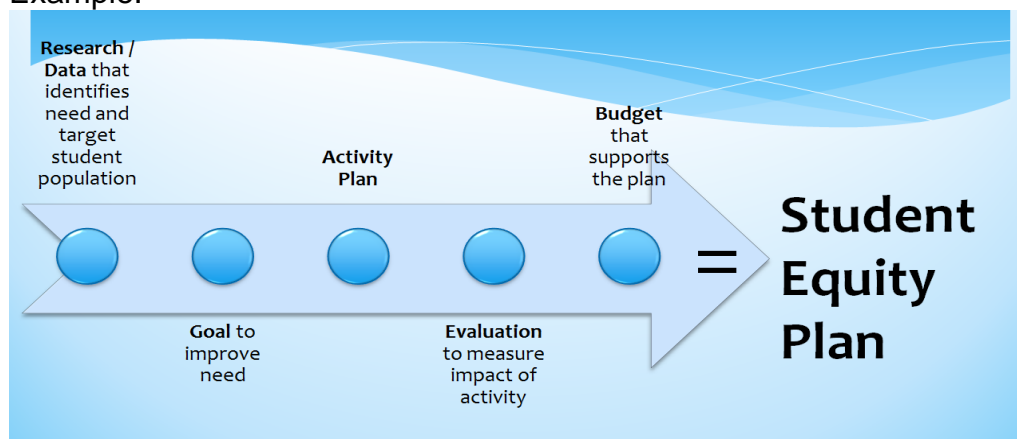
- i. Rubrics rated SSSP 1 – 3. 1 = Great, 2 = Good but needs additional information, 3 = Not Acceptable
- ii. We did not get any 3's, but did get a combination of 1's and 2's.
- iii. Overall we did well.
- iv. They rate (see attachment "A")

e. **SSSP Core Services**

- i. Orientation
- ii. Assessment for placement
- iii. Counseling, advising, and other education planning services
- iv. Follow-up for at-risk students
- v. Other SSSP/Match expenditures
 - 1. Other expenditures is research and evaluations so it's not something outside of the cores services.
 - 2. This is similar to the Student Equity template.
 - a. What's your plan
 - b. How do you measure
 - c. How is it tied to one of the core concepts
 - d. How does your budget support.

3. **Discussion**

- a. Campus-Wide Input and participation
 - i. All the deans and managers were emailed the plan and documents. We want to be sure more people know about the plan and provide input.
- b. Website
 - i. Website is being developed which will have the template form, so anyone interested can submit a proposal to group to be looked at and evaluated.
 - ii. Example:

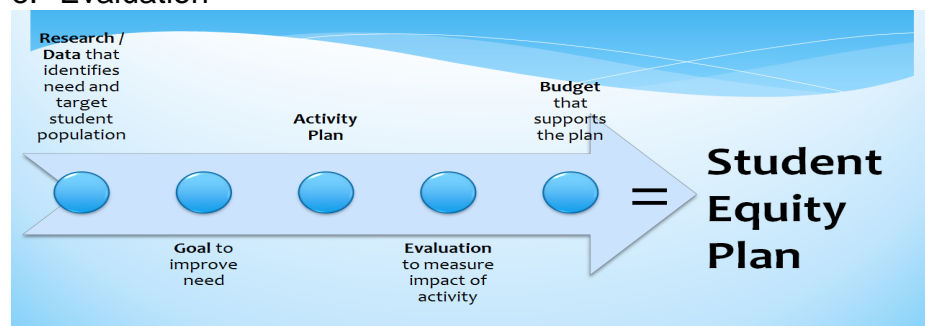


- iii. Carlos and Maria working on the website. There will be a form that faculty and staff can complete online and it would be sent to SEP or SSSP pending which plan you are submitting.
- c. Open Forum
- i. By how this presentation is being conducted and more information how to participate processing in developing the plan.
 - ii. It has to be reviewed not only by the Academic Senate, but Classified and Student Government. It is much more stringent than in the past.
 - iii. The SSSP we have to come up with a rationale how we took the information they provided and make some adjustments.
 - iv. SSSP needs adjustments and Student Equity needs to be redone. There are new templates for both SSSP and Student Equity.
 - v. Takeo, Patty, and Celia will take the lead on the Open Forum and go where the students are ASG, classes.
- d. Contact Academic Divisions and Student Service Programs – email of plan was sent out to all the Deans and Managers.
- e. Timelines
- i. Recommendations that people that are on the committee take the leads
 - 1. Access (Blake)
 - 2. Course Completion (Madeline and Fabio)
 - 3. ESL and Basic Skills Completion (Celia)
 - 4. Degree and Certificate Completion (Madeline and Fabio)
 - 5. Transfer (Jennifer)
 - ii. It's not one person or one committee who does the report, but a college effort on student success.
 - a. SSSP is due end of September
 - b. Both Student Equity Plans are due on November 23rd
 - c. Both will look similar but it's okay.
 - d. Deadline for feedback to committee will be Sept. 21st
 - e. Forum review data by end of September
 - f. Oct. 1st – read and review recommendation from forum and review forms submitted
 - g. November 3rd take to Academic Senate as Information
 - h. November 17th Academic Senate approval
 - i. Approved a technical writer for plan – approved by president.
 - iii. Joyce Lui has already started to give preliminary information.
 - 1. Joyce –In comparison from one another our students are very comparable
 - 2. There is not significance in one group or the other. Our institution serves all students campus wide.

3. Can be challenging to But we acknowledge there are pockets. Overall SJCC is serious about Student Success and measurable outcomes.
4. Joyce is also working on getting more data for the last 5 years on probation/disqualification: who are those students, age, ethnic background, and what's the history they are going on. It's a way of measuring the impact.
5. There is other data that is being worked on.
6. Basic Skills did a couple of focus groups – students that did/did not come back. Over 200 students participated. Two surveys were conducted. (another data point that can be used) (put ppt slide)
7. Jorge – is there a CAP on the budget amount? Roland – there is not one currently. There is a working budget, but not a CAP. Looking at how we can look a substantial and how things are best practices and are there smaller things that can be done too.
8. Partnership with the high schools around basic skills that would be a smaller expenditure. PLTL could be \$50,000+, but it's about how much can handle and do it well.
9. New Initiatives – how can we pilot them; scale them up on things we know are very successful.
 - a. Example: Tutoring Program – x amount is being spent on tutoring, so how can we augment this measure the impact on students.
10. We are also supposed to be working with our categorical programs. Example: DSPS and EOPS - how can we be sure students have access, course completion, transferability.

iv. Goals, Activities, funding and Evaluation. (Attachment B)

1. Example template on how it needs to be on the new template.
2. Example of ACCESS to higher education
 - a. Can we expand the services from EOPS the needs of AB540 and Foster Youth – Target Population? Number of Affected: 80
 - b. Activity - Counseling and books
 - c. Plan starts and Ends; how much funds used and other funds that were used
 - d. Link to goal
 - e. Evaluation



3. Everyone would have this. We want to post this on website. One email for SEP and SSSP. So can incorporate in committee and review and maybe the person can come talk with committee on how they plan on doing the activity. - they can submit the plan
 4. Fabio – anyway can get a depository to access the data - need a place to look at data – can we looked in CROA and website
 5. Website – Carlos and Maria working on the website. There would be a form they could complete online and it would be sent to SEP or SSSP pending which plan you are submitting.
4. Other
- a. Membership – Celia
 - i. The Faculty, CSEA, and Associated Students where emailed requesting to fill the membership composition.
 - b. Charges – need to review the charges at the next meeting.