



SSEC Meeting Minutes
 September 14, 2017
 EW207 Admin Conference Room
 9:30 AM – 11:30 AM

Present: Heather Ostash, Corey Marvin, John McHenry, Ryan Khamkongsay, Chad Houck, Caroline Sanderson, Lisa Stephens, Jessica Krall, Blaine Simmons, Pam Campbell, Deanna Campbell, Christine Small, and Katie Coffman

Absent: Jennifer San Nicolas

Guest: None

Meeting Materials: KCCD Residency reclassification. Drug and Alcohol Prevention Policy. DACA-Funding. DACA-Legal Option.

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Opening of Meeting	Heather			
2. Approval of Agenda	Heather	Approved		
3. Approval of Minutes and Review of Previous Action Items 05/04/17	Heather	No minutes to review.		
4. Check In:	All	<p>Lisa: Registration went well for her sites. Welcome back BBQ, went really well and attended well. Faculty attended also. Tehachapi, business expo, through the chamber, to promote campus at the end of the month. Prison registration went well. Student waiver issues.</p> <p>Deanna: Late add process worked well this semester. Welcome dinner in bishop, partnered with OVCC, very successful. Welcome back lunch as well in Mammoth. Welcome coffee break at both campuses went really well. Connected with students. Scholarship numbers and EOPs numbers are higher at both campuses. Students seem</p>		

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		<p>more connected and excited for the semester.</p> <p>Jessica: Some openings for children. Student workers this semester that can help. Fliers about students who need child care needs will be disbursed soon.</p> <p>Blaine: Umoja is up and running. 20-22 regular students, spreads from word of mouth. Using Math and writing labs. Working on trying to get the LRC open on the weekend, unknown amount of hours and the logistic is using LRC. HACU conference is coming up in October. Plan on taking 10 students, but needs assistance finding new students to take. Blaine has fliers to pass around. Ohio state financial state financial wellness survey, early results are very surprising. More results to follow at next SSEC meeting.</p> <p>Pam: Learn and Thrive-Financial speaker. Two times during the day, once for students and one for the public. Student government, getting plans together to work on committees. College fair in October, lots of participation with UC and CSU. Access is going well with the transitions. Working on number for inmate education and support services.</p> <p>John: 85 new athletes within the college. Only about 15 are returning students. Unique opportunity to change the thinking of athletes. Grades checks are going out and positive feedbacks. Athletes understand the support available for students. Soccer and Volleyball are doing well and having victories. Working on Outreach for athletes in the community.</p> <p>Ryan: Working will with the Office of Instruction and looking forward to working with student services.</p> <p>Chad: Learning and working with all of the different departments. Late adds went really well with all departments.</p> <p>Christine: Working with athletes on long term Ed plans. Class to career is running. Counseling orientation up and running very well. Transfer awareness week, first of October. Events each day during the week. Kick-off event and many other events during the week. Career day, Sept 21st. 8th graders this year and then 11th and 12th to attend the college. Navigate launch and testing with students is happening. Adult remediation? Discussion at a later meeting.</p>		

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		<p>Jennifer: Working on flow of the office with the positions. New residence determination form, discussion soon. New scanning system in AR. Banner 9 soon. Financial Aid, Rochelle is working with the Athletes now, very busy with students. New grant, completion grant and will be offered to students. 15v units a semester, implementing soon and more information to follow. Disbursement this year as gone out, and trying to fix the issues. Jennifer working with district on manual corrections. Please send students to FA to work things out if needed.</p>		
5. Research Agenda:	Ryan	<p>A form has been created for any research requests needed. Launched early next week. You may call at any time to discuss needs. Heather asks what SSEC needs are so we can communicate our needs.</p> <p>Blaine: Track student success after they participate in specific student events. Track Umoja students.</p> <p>Christine: SSSP data, concerns of accuracy/matriculation data. Collecting differently and would like clarification for MIS purposes.</p> <p>John: Student athletes compared to other populations. Various items.</p> <p>Pam: student Government/data. EOPS data as well. Jennifer; FA students Tracking.</p>		
6. DACA:	Heather	<p>Deferred Action for Childhood Arrivals: Chancellor's office has sent out information. Small population, totally students about 16 enrolled students. Website available. Heather would like to put out a one page flier and push out to students and deadlines. Indications of DACA/Dream act when they fill out there applications. List of students will be pulled by Jennifer. AB540 and the Dream Act. Live stream discussion, question and answer portion. Pam, look at dates for a discussion event. Blaine to research community assistance. Caroline will provide fliers regarding the Mexican consultant visiting the campus. Possibly have student from other campuses to attend the event. Heather, would like conversations to occur with staff and understand the DACA so information can be passed to students correct. Make sure nothing has changed on our end on how we support our students. We protect student's privacy and refer them to the appropriate resource.</p>		

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7. Integrated Plan:	Christine	Overview/hand out provided. Next two years for the integrated plan between the three. Goals of the program. Goals are addressing the student experience, responding to students and providing support to them. Guided pathway models. Close the achievement gaps and improve student success. Please review and provide feedback to Christine before the deadline.		
8. Accreditation:	Melissa and Christine	C1-8/Student support services. Report out on surveys within student services. Please provide information. Go through the report and provide feedback and that it's accurately reflects current items of changed in the departments. Self-evaluation.		
9. AUPs:	Heather	Individual appointments regarding AUP's. We will set up.		
10. Navigate Launch	Heather	Testing and checking for issues. Hopefully getting launching next week. We have flier to send out and mass launch. Instructional video available.		
11. Drug and Alcohol:	Heather	Final review. Finding on Drug free school. Update to that program review. Finding on Cleary review. Will follow-up or send an email.		
12. Residency Forms:	Jennifer	New. Deadline on the form, policy change. Hand out has been provided to SSEC/Please review. Get with Counseling and Access to discuss residence issues. Banner 9. Starts testing summer 2018 is the goal. Both databases will be available. Please do testing wen Jennifer sends out requests. Need to work out the bugs in the systems before the actual system comes out. On base will be occurring soon, more to follow.		
13. ACTION ITEMS:	Heather	<ol style="list-style-type: none"> 1. Meeting with Lisa, Pam, Jacqueline, Corey and Karee on inmate education. 2. Heather will put together a communication piece or a workshop, more face to face discussion on DACA. Heather will research topic. 3. Set up individual Appointments regarding AUPs. 		
Adjourned:	Heather	@11:30. Next Meeting September 28, 2017 @9:30		

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Title Heather Ostash
Person in charge of meeting

Recorder Katie Coffman
Person responsible for recording meeting

Student Success & Support Council Meeting Minutes
 September 27, 2017
 EW207 Admin Conference Room
 12:30 – 2:30 PM
MINUTES

Charge of the Committee:

Through the integrated efforts of academic and student services, the Student Success and Support Council reviews and recommends strategies and initiatives designed to help students achieve success. The committee engages in research, analysis, and dialogue to guide implementation of initiatives to ensure college access and improve student success and equity.

Present: Heather Ostash, Caroline Sanderson, Laura Vasquez, Cliff Davis, Christine Small, Corey Marvin, Blaine Simmons, Tyson Huffman, Jennifer San Nicolas, Julie Cornett, Nikki Gardepe, Pamela Campbell, Steve Rogers, Missy Gross, Sharlene Paxton, Jan Moline, Rebecca Pang and Katie Bachman.

Absent: Deanna Campbell

Guests: None

Materials: **BSI SE SSP Integrated Goals 09_26_17, CCSSE Results_2017, and FoodSecurity_CerroCosoCollege.**

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1. Opening of Meeting	Heather Ostash			
2. Approval of Agenda	All	Agenda was approved as presented.		
3. Approval of Minutes and Review of Previous Action Items	All	Minutes approved and no previous action items.		
4. Inquiry Group Status Update:	Heather and Julie	Inquiry Group Status Update: Taking some of the initiatives from the IG and implementing them in the spring. Cerro Coso Rocks event. Faculty going through the process of registration. An email will be send out regarding what initiatives will be implemented. Have a dedicated day in order to inform faculty on the student services processes. Next steps for inquiry groups: Summary will be sent out regarding the strategies for Instructional, Non-instructional and then what will be adopted for the institution. Progress reports will used in order to get data and information regarding some of the initiatives. Keep the tracking happening and momentum continuing. Presenting at the Strengthening student success		

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		<p>conference regarding the IG.</p> <p>Start the IG group's earlier-suggested idea.</p>		
<p>5. Professional Development Recommendations:</p>	<p>Heather</p>	<p>Adjunct Professional Day-Report out on the IG information. Focus on the initiatives and the instructional side and implementation. Project rebound will also be discussed. November 3rd will be the project rebound. So thoughts were to have them talk again during the Adjunct Professional Day. 30 Minutes for Missy and Christine and 30 minutes for President Board. Agenda possibilities.</p> <p>Data Summit: IR now, ATD Coaches. To share college wide the different information we have collected. Important tool in order to keep the focus going. Thoughts: Laura; Good idea and have a discussion regarding some of the sets of data. Have different groups talk and discuss. Spring Data Summit.</p>		
<p>6. Integrated Plan Overview:</p>	<p>Christine, Blaine and Tyson</p>	<p>Christine, required to create 5 goals so they were integrated with SSSP, Equity and BSI.</p> <p>Goals: Improve student success, persistence, and completion of certificate, degree, or transfer with a focus on disproportionately impacted students and students who are placed at levels below transfer.</p> <p>Increase the use and integration of existing technology solutions to improve matriculation, instruction and student support.</p> <p>Develop a Guided Pathway model that 1) clarifies the path; 2) helps students choose and enter a pathway; 3) helps students stay on the path; and 4) ensures that students are learning.</p> <p>Develop a college-wide communication plan to improve identification of and support to all students including those identified as disproportionately impacted.</p> <p>Increase access and college readiness for all students with a focus on disproportionately impacted groups and students who placed at levels below</p>		

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		<p>transfer.</p> <p>Under each main goal, there is specific goals that are in SSSP, Equity and BSI that are linked under the main goal. Guided pathways and expanding, identifying processes and different areas of guided pathways. Solutions. Look through the goals and activities and provide feedback to the group so that it is reflected appropriately. Communication campaign to our students. Developing strategies to get students involved. 2 year plan with a one year budget needs to be submitted. Feedback: Laura stated the goal for BSI under Develop a guided pathways should state; Increase the use of math and English labs by students needing remediation. Julie Feedback: Library and LRC are doing a lot of the goals and activity already, and collect data on these, so should this be stated in the plan? Christine, stated yes and then when asked for the data then have it ready for the report out. Jan feedback: Faculty senate is another lace to provide all of this information to as well. Christine asked for more feedback regarding what are the supports we can use from the Chancellors office would we use. What topics? Workshop on SSSP Data collection. Guided pathways.</p>		
7. Surveys:	Heather	<p>October 30th, presentation on CCCSSE for the IR. Summary of the results. Please take a look at them. Collegiate Financial Wellness-Results. Finding on food anxiety. Possibly a presentation to faculty. Financial Literacy workshop would be beneficial for our students. Blaine would like to start a new committee for providing services for our students. Jennifer stated Cash course is available for students and faculty in order to learn about budgeting. Available on the FA site. ICAT: Small amount of people have responded. Heather will push it out college wide for a month and would like people to respond to the survey-Action Item.</p>		
8. Other?	Heather	DACA flier provided to group and explained by Heather.		
9. Next Meeting		October 4, 2017 @ 12:30		

Open/ Closed

Title Heather Ostash

Recorder Katie Bachman

Person in charge of meeting

Person responsible for recording meeting

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