



Student Success & Support Council Meeting Minutes

September 3, 2014

MB350A

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, Corey Marvin, Lisa Darty, Paula Caudill, Pam Godfrey, Kathy Salisbury, Cameron LaBrie, Lisa Fitzgerald, Deanna Campbell, Sarah King, Caroline Sanderson, Laura Vasquez, Paula Suarez, Lauren Patridge, Lisa Stephens, Julie Cornett, Christine Swiridoff, Rebecca Pang, Scott Cameron, Gary Enns, Steve Rogers

Absent: Kristin Hanle

Guests: President Jill Board

Materials: Agenda, Student Equity PowerPoint, Student Equity Plan template, Equity Indicators, data for Indicators A (Access), B (Course Completion), C (ESL and Basic Skills), D (Degree/Certificate Completion), and E (Transfer), and Proportionality through a College Experience Pipeline

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
1. Opening of Meeting	Corey Marvin	Meeting called to order at 12:30 PM.		
2. Approval of Agenda	All	No official agenda was provided because we only have one item for discussion: Review of Student Equity data and the Student Equity Plan template.		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C
3. Approval of Minutes and Review of Previous Action Items		Minutes for the May 2014 meeting were not presented for approval at this meeting due to time constraints and the desire to spend all the time discussing the information provided.		
4. Review of Student Equity Data, Student Equity Plan template, and Instructions for Completing the Student Equity Plan		<p>Numerous handouts were provided by Lisa Fitzgerald. Council members spent time reviewing and discussing the Student Equity data and template of what is to be addressed within the Student Equity Plan. Lisa Fitzgerald from the KCCD District Office was in attendance and provided guidance for interpreting the data provided. The data sets provided were obtained through the state ARCC Scorecard reports and ODS Course Completion reports. Lisa explained that we can use information from DataMart to gather information pertaining to Foster Youth. Foster Youth and First Generation students are two additional forms of disaggregated data that may be added at a later date; data gathering and reporting for these two groups was just started in August 2012.</p> <p>There are currently two measures of disproportionate Impact: the 80-percent Index and the Proportionality Index. Either measure can be used for reporting purposes, but it appears that the Proportionality Index may be easier to understand. It was suggested that any data, such as the Achieving the Dream (ATD) data, that helps to identify gaps can and should be used for developing the Equity Plan. The data sets provided include five Cohort years and cover the components of gender, age, and ethnicity. Areas that are grayed out indicate numbers too low to calculate.</p> <p>Another data set provided (Proportionality through a College Experience Pipeline) gives a more holistic view for each of the indicator components. It was noted that all the data information is available electronically and is located under the meeting date within the Inside CC Student Success &amp; Support Program Group, making it easy to copy and paste when or if needed for the Equity Plan. It also provides a place to easily see where gaps are occurring. Identifying the gaps now seems to be the easy part; the harder part will be to determine what steps to take to help improve in the areas that are lacking.</p> <p>Council members were asked to spend some time between now and the next</p>		

TOPIC	FACILITATOR	SUMMARY/ FOLLOW-UP	O	C		
		<p>scheduled meeting going through the data sets to become familiar with what we look like as a college. What are some of the highs and lows? Where do we need to dig deeper? What other useful information could we be looking at? What are some of the populations that we need to focus additional attention on? There will be a guided walk-through at the next meeting to identify where our gaps are and what we can do or should be doing to address them. Where do we need to focus our resources?</p> <p>The completed Student Equity Plan is due January 1, 2015, but has to be presented to the KCCD Board in December 2014.</p>				
5. Future Meeting Dates/Times		<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <del>September 3, 2014</del>  September 24, 2014  October 8, 2014  October 22, 2014 </td> <td style="width: 50%; vertical-align: top;"> November 5, 2014  November 12, 2014  December 3, 2014 </td> </tr> </table>	<del>September 3, 2014</del> September 24, 2014 October 8, 2014 October 22, 2014	November 5, 2014 November 12, 2014 December 3, 2014		
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6. Adjournment		The meeting was adjourned at 2:00 PM.				

○ Open/C Closed

Title           Heather Ostash            
Person in charge of meeting

Recorder                           Kathy Salisbury                            
Person responsible for recording meeting