

Santa Ana College: Student Success & Equity Committee Meeting Minutes (DRAFT)

Thursday, February 19, 2015

3:00 PM – 4:30 PM

Student Success Philosophy

Work across Santa Ana College to insure that all courses, academic, and student support service needed are available to all students at critical junctures in their completions journey. This requires coordinated college wide efforts to strategically organize assets.

Attendees: Sara Lundquist, Co-Chair; Mary Huebsch, Co-Chair; Members – Beverly Birnbaum, Briana Brennan, Micki Bryant, Karen Dennis, Josh Dorman, Shelly Jaffray, Bonnie Jaros, Annie Knight, Mark Liang, Lynn Marecek, Karimi Ndwiga, Karen Scott, Cathie Shaffer, George Sweeney, Lilia Tanakeyowma and Martha Vargas.

Handouts: Agenda; Student Success & Equity Committee Roster; minutes from October 9 meeting; Draft of Early Decision 2015 Phase IV: Registration at SAC; SAC Student Equity Extended Hours Estimated Costs; Status of SAC Professional Development; SAC Conference Request Form (SAC Conference Request Form: Cover Sheet, RSCCD Conference Request Claim Form, SAC Conference Summary); RP Group Student Support (Re)defined 10 Ways handouts (2); 2015-16 Governor's Budget Summar

I. Welcome & Introductions: Sara Lundquist & Mary Huebsch, Co-Chairs

- Review and Approve Minutes: October 9, 2014

II. Update of Our 3 Programmatic Pillars

A. BSI

1. Latest Strand A/Coordination Team Update: BSI continues to support aspects of the Math Redesign efforts including purchasing of iPads, stipends for Math Pilot FIG (Faculty Inquiry Group) members, and stipends for Redesign Assessment and Software Coordinators.
2. Rudy Santacruz begins this spring as the BSI Counselor/Facilitator. He will speak to students in Basic Skills classes, track student awareness of matriculation processes, arrange for one-on-one counseling appointments, etc.

B. Student Success and Support Program (3SP)

1. Update on new policies and practices
 - a. Mandatory Orientation: Many students are reporting that they have done the online orientation. Most orientations continue to be conducted face-to-face.

- b. Electronic Education Plans: Electronic ed plans should be in place for students who enroll in fall 2015. This may be piloted in the summer. Students will be able to access ed plans and transcripts electronically but will not be able to manipulate these documents. Students who have accrued 15 units will receive emails requesting that they contact a counselor and complete comprehensive (6-semester) ed plans.
- c. English Placement: In fall 2014, the English Department piloted course placement by high school grades in ERWC (Expository Reading & Writing Course), an English course offered to high school seniors in Santa Ana and some other districts. Students receiving As or Bs in this course were admitted directly into English 101. The pilot was successful and this placement alternative will be piloted in all SAUSD high schools. The English Department may consider placing students who receive a C in ERWC directly into English 061. A research focus may be 101 course success for students whose ERWC grade (A or B) was used to override a placement score that indicated below 101 placement was appropriate.
- d. Math/English Sections for first year students: SAC is trying to guarantee math and English sections for all first year students. Math and English placement processes are valid for one year.
- e. Early Alert: It is important that faculty use this tool. Students will lose BOG fee waivers if their GPAs fall below 2.0.
- f. Some faculty may be confused about 3SP changes impacting students. Faculty need more information about how to support students.

C. Student Equity

1. Emerging Structure: Student Equity Coordinator George Sweeney is meeting with departments or department chairs to explain the state's definition of equity and to explore each department's perspective on equity. Departments are beginning to use the new Student Equity Action Tool, developed by research analyst Josh Dorman, to look at their data with an equity lens. Once departments have considered their data, they will be able to ask "What does this new lens (student equity) mean for our practices and classes." The meetings with individual departments or department chairs will be followed by Town Hall meetings in March.
2. Brief highlights and progress to date (by program area, with insights from leaders on the committee)

- a. Student Equity funds will be used to provide extended hours for Instructional and Student Services: Saturday hours for the Library, Learning Center, Math Center and Academic Computing Center will begin in March. Some Student Services will be open Wednesday nights until 7:00PM. These services may include Financial Aid, the Health & Wellness Center, DSPS, Counseling, Admissions & Records, Outreach, EOPS, and others.
 - b. Cherylee Kushida is arranging an OER (Open Educational Resources) workshop from 8AM-2PM for March 27. All members of the Academic Advisory Council and others who are interested are invited.
 - c. The English Department will pilot a lending library.
 - d. Early Decision 2014 will be May 5-28 Orientation, advisement and registration will all take place in one location. Anticipated average attendance is 200 students per day.
3. Early Alert Engagement Plan: The Academic Senate, department chairs and deans are encouraging faculty to increase engagement with students through Early Alert. This tool can be used multiple times. Early Alert use has increased from 5% to 25%. The goal is to increase this to at least 50% by next year. Students use texts more than email, but students may face a fee if they accept a SAC text.
 4. Preview of the emerging Student Success and Equity Planning Tool (the Student Equity Action Tool) by Josh Dorman. Josh is using Tableau, a business planning tool, to develop the SE Action Tool. This tool makes it easy to visualize and discuss data. No unique identifiers are used so correlations cannot be done.

III. **Professional Development Update:** A status handout of SAC Professional Development was provided. The proposed goal of professional development at SAC is "To foster a culture of inquiry that values and strives to understand how to improve learning and equity. To improve student success."

A. Faculty: The Winter Convocation focused on SAC student success indicators (Dr. Martinez) and the student perspective on what makes them successful (Darla Cooper). Flex week covered general interest topics, technology tools and topics, and student success topics. Faculty Professional Work Group is convening. Meetings are the 2nd and 3rd Thursdays at 3PM. STEM participants are needed. Faculty survey results are pending.

- B. Classified:** The Classified Task Force has met several times since fall 2014. The group has surveyed staff and developed a plan to offer Adobe and Excel workshops and selected repeated sessions from Flex Week through the Professional Development webpage. Automated sign up for these workshops and sessions are available on the SAC Professional Development webpage.
- C. New Conference Request/Report-back Forms:** 3 forms are now required for conferences: A request form/cover sheet addressing student success and equity work benefits of the conference, the RSCCD Conference Request Claim form, and a SAC Conference Summary form. Conference attendees will agree to serve as a resource to SAC colleagues.
- D. Snapshot of Governor's 2015-16 Budget Proposal:** No 3SP or Student Equity money was removed in the proposed budget. SAC can anticipate 2 million in 3SP funds and approximately 1.2 million in Student Equity funds for 2015-16.
- E. Committee Calendar for 2104-15 (Thursdays @ 3:00-4:30)**
- September 18, 2014
 - October 9, 2014
 - Friday, November 14, 2014 (9:00-1:00)
 - February 19, 2015
 - March 19, 2015
 - April 16, 2015

Santa Ana College Mission Statement

The mission of Santa Ana College is to be a leader and partner in meeting the intellectual, cultural, technological, and workforce development needs of our diverse community. Santa Ana College provides access and equity in a dynamic learning environment that prepares students for transfer, careers, and lifelong intellectual pursuits in a global community.