

**Santa Ana College: Student Success & Equity Committee Meeting Minutes**  
**Thursday, September 15, 2016**  
**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; George Sweeney, Co-Chair; Maria Aguilar Beltran, Micki Bryant, Monica Bustamante, Ana Diaz, Peggy Card-Govela, Mary Huebsch, Susan Huang, Shelly Jaffray, Annie Knight, Janice Love, Lynn Marecek, Marty Romero, Patty Siguenza, Cathie Shaffer, Lilia Tanakeyowma, Martha Vargas, Kathy Walczak, Whitney Youngren

**Handouts:** Agenda; Student Success & Equity Committee roster; Student Success and Equity Committee Survey; Student Satisfaction Survey Pages; BOGWG Report 2015SO; BOG Fee Waiver Info for 201; BOG Fee Waiver Supplemental; SSSP SE BSI Crosswalks; Course Completion Materials; Access Materials; Historically Difficult course graph; English Placement of SAC students originating from SAUSD; Draft Minutes from April 14, 2016 meeting.

**I. Welcome: Sara Lundquist & George Sweeney, Co-Chairs.**

Notify Monica Bustamante of any changes to the April 14 meeting minutes.

**a. Review/discuss results from SS&E End of Year Evaluation Spring 2016**

1. Two areas with the lowest score for “completely met”: To plan enhancements and interventions with the potential to address achievement/outcome gaps, assist students, and strengthen the institution and to communicate results of the committee work to the college at large and create incentives for broad involvement in implementation activities as appropriate.
  1. To address these items and improve communication: Condense the minutes and send them out after meetings. Identify conversation topics by the end of each meeting. Pull data related to the topic(s) that will be discussed. Provide an agenda snapshot sooner (one page) before next meeting.

**b. Review/discuss goals and activities of the committee**

**II. Update/Discussion of Major Student Success & Equity Bodies of Work**

**a. Digital Dons Update:**

1. 400 laptops loaned to students thus far out of a total of 1,100 that were ordered by SAC.
2. Between 70-78% of the students with loaned computers did not have access to a source of technology
3. 50% no show rates for student orientations for the program
4. Students can use financial aid funds and scholarship funds to purchase laptops for \$260 from the bookstore. (Loaned laptops have more memory and longer warranties.)
5. USB outlets will be added in the I & Chavez (A) Buildings.
6. The IQ Bar staff in the S-Building and Library are helping students with technology and answering other questions. Question: We have been hiring

a lot of student workers. Are we getting student success data from these students?

**b. BOG Exclusions/Strategy Update Conversation**

1. (Hypothetical) 874 would not have been allowed to return with their tuition waivers (BOGW Ineligible) in Fall 2015.
2. The BOG Waiver regulations are now being implemented. 1156 students were ineligible for BOGW this fall. 146 students received waivers, 73 students actively pursued waivers, 937 students did not pursue waivers. Of these groups, 428 students returned to SAC and 728 did not return.
3. Counselors are contacting students who came back who were BOGW Ineligible (active pursuit students). Outreach is contacting students who did not come back and were BOGW ineligible.
4. Students who are BOGW Ineligible have been predominately young Latinos.
5. The average SAC freshman GPA is 1.9-2.1
6. Other underlying reasons for students not coming back to SAC (eg. Unable to afford the cost of books).
  1. Can we get information out to students regarding programs that offer book loans?
  2. WebAdvisor & Blackboard limitations: How can faculty forward information to students in a timely manner when they receive messages that need to get forwarded to students? Can we email directly from Outlook?
7. Course completion rates increased, but we still have students that are BOGW Ineligible. Suggestion: faculty can put information on their syllabi about where students can go to get money for textbooks or borrow textbooks.
8. Enrollment decreased by 11% this fall but FTES are only down ½% since students are enrolled in more units. FTES may be more of a problem in the spring since students take fewer units in the spring.

**c. SSSP/Equity and BSI Integration**

1. Program review integration
2. RAR development
3. Evaluation/Impact Update
4. Cross-Walk
  1. 3CN sample and Mt. SAC sample
  2. Fall 2017 – BSI and Equity will be part of the RAR process

**d. Success Indicator Review**

1. Course Completion/Retention – handout
  1. Pacific Islander retention numbers lower than other groups
  2. What strategies will change the course completion and retention numbers? What's the relationship between this data and the program review that's done in departments? Are departments interested in receiving data that relates to course completion and retention?
  3. We allow students to think that things that support student success are optional We need to have institutional incentives that will lead to success, e.g. if students do not complete math homework by the deadline, they are locked out of their homework and must meet with an instructor.
2. Access – handout. We are providing proportionate access to all student groups except veterans.

### III. Additional Topics

#### a. Historically Difficult Courses

1. How is the institution structured to respond?
  1. Is there a way to provide a reason when students decide to drop a class (incorporate it through IT as an option in WebAdvisor)?
  2. Do we need to provide additional support to students in classes with the lowest success rates?
2. Multiple Measures will help to properly place students in the correct courses. This fall more students are placing into English 101 because SAC approved direct placement if the student's high school GPA is 2.6 or higher.
3. Anyone that is interested in being part of the conversion of a one stop shop for Student Services in the Chavez Building (Digital Dons, Counseling services, etc.), contact Sara or George

#### b. College Funding for Internal Innovation/Collaboration Success Work

#### c. Student Engagement and Support

### IV. Closing Statements

- a. A one stop shop for services to students [interdepartmental areas] in in the works (Digital Dons, Counseling, food for students, etc.) Please join in the conversation if you are interested.

### V. Action items

1. Create a virtual packet with a short summary that will go out after each meeting.
2. Draft a new framework for the next agenda.
3. Improving handouts.
4. One stop shop for services to students (Academic Computing Center).  
Need to continue the discussion.
5. How will we connect larger actions that make things more required that are needed for success?
6. What is being done to reach out to Pacific Islanders students?
7. Can we have someone from Student Life attend the meetings?
8. Suggestion action item: compile list of committee members

### VI. Committee Meeting Dates

Sept. 15, 2016	Feb 16, 2017
Oct. 20, 2016	March 16, 2017
Nov. 17, 2016	April 20, 2017
May 18, 2017	

#### **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.*