

Santa Ana College:

Student Success & Equity Committee Meeting Minutes

Tuesday, October 13, 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; George Sweeney, Co-Chair; Members Maria Aguilar Beltran, Jeffrey Burke, Micki Bryant, Oscar Cortes, Josh Dorman, Mary Huebsch, Shelly Jaffray, Rob Jenkins, Annie Knight, Mark Liang, Nilo Lipiz, Lynn Marecek, Elaine Pham, Martin Romero, Cathie Shaffer, Lilia Tanakeyowma, and Kathy Walczak.

Handouts: Agenda; Student Success & Equity Committee roster; draft minutes from September 17 meeting; SCC Initiatives Integration Work Group crosswalk/notes; copy of 2015 Strengthening Student Success collaborative (Google) document (in progress).

- I. **Welcome: Sara Lundquist & George Sweeney, Co-Chairs.**
 - a. Minutes from September 17 were distributed. Notify Karen Scott of changes. Minutes deemed approved if no changes.
 - b. 2014-15 Goals/Evaluation, Refinement as appropriate for 2015-2016: NA

- II. **Update/Discussion of Major Student Success & Equity Bodies of Work**
 - a. BSI (Basic Skills Initiative): Annual report & plan submitted by October 1st. The report & plan are posted on the BSI webpage.
 - b. 3SP (The Student Success & Support Program):
 1. A draft of the report is available. Micki requested updates for the 3SP report. We need to verify if needs are being met or where we need to provide more support. This year's allocation is not yet available. It could be less than last year's or as much as 2 million more. 3SP requires matching funds from the college.
 2. New ideas for support include making more connections with Counseling and the Learning Center and other areas and providing counseling in places on campus where students aren't that engaged. Counseling services need to be more visible to students. Counselors may target students who have not yet decided on a major.
 3. We need to continue to evaluate space on campus. Repurposed spaces include seating area by bookstore and office space in S-building that was formerly a cashier's office.
 - c. Student Equity: The Student Equity report is due December 18th and must be submitted to the Board of Trustees by November 26.

1. Plan timeline (see handout) includes Equity Taskforce meeting October 29th, November Academic Senate readings, December 7 Board of Trustees reading, December 18 submittal. Equity assessments are not required until January.
2. Foster youth access has been evaluated. Needs of this population need to be determined in other four equity areas.
3. We are making an effort to integrate Student Equity, 3SP and BSI work and plans.
4. Discussion of what an equitable campus should look like:
 - a. Access to adjunct instructors for students
 - b. Access to a counselor in the Assessment Center in order to get assessed students into appropriate classes.
 - c. Access to Financial Aid staff while students are waiting in line for Financial Aid services. We need to not lose opportunities where we can have contact with students.
 - d. Are we using all buildings and spaces efficiently to maximize student success?
 - e. Do we have the best structure we could have for engaging in needed discussions and expediting decision making?
5. "Your Grades Matter" campaign underway to inform students and faculty of new GPA and progress requirements for keeping BOG waivers. Includes town hall meetings, website, signage, calls from peer mentors. Two phases of peer mentor calls: first, calls about college resources directed to incoming SAC students who were selected based on SEAT data and, second, calls to students identified through Early Alert. Early Alert has been used in 10% of courses (previously 5%).
6. Adjuncts need spaces to meet with students. Adjuncts are not paid for office hours but can be paid stipends for other department work, e.g. work on Math Redesign and OER.
7. An "enterprise fund" may be added to the Equity budget to provide a source of funds for activities that have not been determined before the Equity plan is due, e.g. department retreats to discuss barriers and solutions to barriers to students.
8. Ellucian Student Portal Update: The new portal will significantly alter the front end of student services for students. Upon logging on, students will receive personalized messages, e.g. "You are welcome to register for _____." Beta testing will take place in the winter, and by next year the portal should be up to the standard needed. Other technical improvement include a universal ID for credit and non-credit students. This will provide information about student use of services and create avenues for more faculty-student engagement. Is it possible to create a student ID app for Apple and android wallets?
- d. Professional Development:
 1. 2015 Student Success Conference delegation is providing feedback on a collaborative document and will also meet to debrief from the conference and determine action opportunities. Sample takeaways: a 411 Booth where students can meet with a counselor, efforts to raise the campus "navigational IQ" of faculty and staff so that we can assist students with finding what they need on campus.
 2. Professional development efforts for faculty, staff and managers are emphasizing creating an equitable campus through conscious efforts to

implement the 5 student success factors, i.e. successful students feel directed, focused, nurtured, engaged, connected, valued.

3. Conference summaries will be posted via a link to Google Docs. Group summaries are acceptable.

e. 2015 Strengthening Student Success Conference delegation

III. Special Topic: Early Intervention/Alert: Peer Mentoring

- i. First 3 weeks effort: Calls were made by trained peer mentors about college resources to incoming SAC students. Students receiving calls were selected based on SEAT data. This call center has been established as part of SAC's school and community partnerships.
- ii. Early Alert in progress (Comparative 2014-15 participation, Snapshot of referrals, Peer mentor outreach, Academic Senate) "Your Grades Matter" campaign underway to inform students and faculty of new GPA and progress requirements for keeping BOG waivers. Includes town hall meetings, Academic Senate announcements, website, signage, calls from peer mentors. Over 500 SAC students wouldn't be getting BOG waivers today if the new requirements had been in place last fall. Peer mentors are now calling students identified through Early Alert. Early Alert has been used in 10% of courses thus far (in 2014-15, 5% of courses used Early Alert).

IV. Additional/Future Topics

- Student Success Convocation: February 5, 2016. The committee planning the convocation will include Sara, George, Mary, Josh, and others.

V. Committee Meeting Dates

Sept. 17, 2015	Feb 18, 2016
Tues. Oct. 13, 2015	March 17, 2016
Nov. 12, 2015	April 14, 2016

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.