



**STUDENT SUCCESS AND EQUITY  
COUNCIL MEETING  
AGENDA  
September 25, 2015**

<b>MEETING TYPE:</b>	<input checked="" type="checkbox"/>	Staff	Date: <b>September 25, 2015</b>
	<input type="checkbox"/>	Product/Project	Starting Time: <b>9:00 a.m.</b>
	<input type="checkbox"/>	Special	Ending Time: <b>11:00 a.m.</b>
			Place: <b>AA-140</b>

**CHAIR:** Interim Superintendent/President,  
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Greg Larson

**MEMBERS:** Anfinson, Antonecchia, Barton, Baugh, Bongolan,  
Carrillo, DeMaris, Diaz, French, Gonzalez, Large, Lawson,  
Magnuson, Martinez, Nelson. J, Nelson.W, Nunez, Ramirez,  
Rodriguez, Romain, Sivert, Snyder, Sosa, Squires, Stockert,  
Villalobos, Waite and Weller.

**RECORDER:** Michelle LaVigueur

<u>Order of Agenda Items</u>	<u>Attachments</u>	<u>Time Allotted</u>
<b>A. <u>MINUTES</u></b>		
1. Approve minutes of September 11, 2015		
<b>B. <u>ACTION ITEMS/SECOND READING</u></b>		
<b>C. <u>ACTION ITEMS/FIRST READING</u></b>		
<b>D. <u>INFORMATION/DISCUSSION ITEMS</u></b>		
1. Assign New SSEC Members to Workgroups	Exhibit A	10 minutes
2. SSSP and SEP End of Year Reports		10 minutes
3. Instructional Faculty Advising Update – Olga Diaz		10 minutes
4. Workgroup meeting		90 minutes
<b>E. <u>OTHER BUSINESS</u></b>		

Next Meeting: October 9, 2015



**STUDENT SUCCESS AND EQUITY  
COUNCIL MEETING  
MINUTES  
September 11, 2015**

**CHAIRS:** Interim Superintendent/President,  
Adrian Gonzales  
  
Interim VP for Instruction, Dan Sourbeer  
  
Faculty Senate President, Greg Larson

**MEMBERS:** Anfinson, Barton, Baugh, Bongolan, DeMaris, Diaz, French, Kahn, Large, Magnuson, Nelson, Nunez, Ramirez, Rocha, Rodriguez, Romain, Sivert, Snyder, Sosa, Squires, Stockert, Villalobos, Waite and Weller.  
**ABSENT:** Antonecchia, DeHoyes, Dentoni, Gonzalez, Lawson and Martinez.

**RECORDER:** Michelle LaVigueur

**GUESTS:** Nancy Moreno

<b>Order of Agenda Items</b>	<b>Attachments</b>	<b>Time Allotted</b>
<b>A. <u>MINUTES</u></b>		
1. <b>Approval of Minutes for August 28, 2015</b> MSC – (Sourbeer/Barton): The minutes for August 28, 2015 were approved and accepted into the record with abstentions from Elvia Nunez, Ellen Weller and Olga Diaz.		
<b>B. <u>ACTION ITEMS/SECOND READING</u> – None.</b>		
<b>C. <u>ACTION ITEMS/FIRST READING</u> – None.</b>		
<b>D. <u>INFORMATION/DISCUSSION ITEMS</u></b>		
1. <u>Introduce Olga Diaz, Director of Student Success and Student Equity</u> VP Gonzales discussed the roles of Olga Diaz, Director, Student Success and Student Equity and Nancy Moreno, Manager of Orientation and Follow-Up Services.		
2. <u>Workgroup Status Report</u> There were no status report updates from the Workgroups. The structure of the SSEC was revisited, reminding Council members that the second Friday was designated for the Council to meet as a group and the fourth Friday was designated for the Workgroups to meet.		30 minutes
3. <u>SSSP and SEP End of Year Reports</u> VP Gonzales advised the Council that the new Student Equity Plan is due on December 18, 2015. The updated plan will be brought to the Faculty Senate, SPC and the Governing Board by November 2015. We expect a 70% increase in the SE funding for fiscal year 2016. The Student Success and Support Program Plan is due on October 30, 2015. This plan does not require Governing Board approval.		35 minutes
4. <u>DRC Students – Annette Squires</u> Annette Squires reported there are students in DRC that are in of need special assistance. VP Gonzales mentioned this would fit into the SEP. He suggested they develop a strategy, input the information into the SSEC Request for Funding form and bring it to the SSEC for review. The Follow Up or Retention Workgroup and/or the DRC department could complete this task. It was also suggested a PD workshop be offered to give faculty guidelines to assist DRC students in the classroom.		15 minutes

5. Faculty Advising – Olga Diaz 25 minutes  
Olga Diaz presented information on designing and implementing Faculty Advising. She presented the following basic plan:
- Formalize Faculty Advising
  - Identify Early Adopters
  - Create Advising Model that includes:
    - Clear expectations for advisors and students
    - Advisor Tracker
    - Effective Tracking (#, AEP)
    - Opportunity to refine model to best serve students
  - Spring 2016 Early Roll-out
  - Fall 2016 Full Implementation
- There was discussion on creating a clear model and faculty advising versus counseling. Meeting dates and times to facilitate this discussion will be sent out to faculty, staff and students.
6. SSSP/SE Allowable/Prohibited Expenditures Exhibit A 15 minutes  
Olga Diaz presented a condensed version of the SSSP/SE Allowable/Prohibited Expenditures spreadsheet to be used as a quick reference for those apply for funding.

**E. OTHER BUSINESS**

1. Introduction of our new ASG representative, Matthew Baugh.
2. The Council took a moment of silence to observe those who lost and risked their lives on September 11, 2001.
3. Matthew Baugh mentioned that it was unfair for the college to request that students not smoke on campus when there are staff members smoking on campus. VP Gonzales mentioned that the Policies and Procedures committee is working on implementing a fine for those who smoke on campus that will include vaping.
4. Wendy Nelson reported the group met yesterday, September 9<sup>th</sup> and discussed creating a front and back sheet with ten questions and answers. Wendy Nelson asked if there was a distribution effort to get the Parent Brochure information out to parents. She also suggested the information be posted to a website. VP Gonzales suggested they bring it to the SSEC for feedback. Nancy will get involved.
5. Matthew Baugh reported he observed illicit student activity occurring in the Arboreaum area. VP Gonzales suggested he take these concerns to the ASG and Student Affairs.

Meeting was adjourned at 11:02 a.m.

## SSEC Workgroup Membership 2015-16

### Main Workgroups

### Crossover Workgroups (into Main Workgroups)

Access & Outreach	Retention	Student Pathways	Technology	Research & Evaluation
Marti Snyder	Martha Martinez	Rosie Antonecchia	Glyn Bongolan	Michelle Barton
Ellen Weller	Jorge Villalobos	Glyn Bongolan	Grace Robertson	Michael Large
Grace Robertson	Gary Sosa	Wendy Nelson	Katy French	Grace Robertson
Anel Gonzalez	Cindy Anfinson	Shayla Sivert	Cindy Anfinson	
Lisa Romain	Lawrence Lawson	Ellen Weller	Shayla Sivert	
Kendyl Magnuson	Michael Large	Michelle Barton	Kendyl Magnuson	
Jose Ramirez	Brian Stockert	Elvia Nunez		
Katy French	Monica Rodriguez	P.J. DeMaris		
		Dan Sourbeer		
		Lori Waite		