



**STUDENT SUCCESS AND EQUITY  
COUNCIL MEETING  
AGENDA  
February 26, 2016**

<b>MEETING TYPE:</b>	<input checked="" type="checkbox"/>	Staff	Date: <b>February 26, 2016</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, Caldwell, DeMaris, Diaz, French, Gonzalez, Kahn,  
Large, Lawson, Magnuson, Martinez, J. Nelson, W. Nelson,  
Nunez, Ramirez, Rodriguez, Romain, Sivert, Snyder, Sosa,  
Squires, Stockert, Villalobos, Waite and Weller.

**RECORDER:** Michelle LaVigueur

Order of Agenda Items	Attachments	Time Allotted
<b>A. <u>MINUTES</u></b>		
1. Approve minutes of January 22, 2016		
<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. Introduce new member representing Basic Skills - Rosalinda Tovar		5 minutes
2. Demonstration of Degree Audit and Transfer Credit – Kristyn Lewko and Tracie Sayre	Exhibit A	30 minutes
3. ASCCC – 2016 Accreditation Institute report out – Wendy Nelson		5 minutes
4. <b>Upcoming Conference Opportunities:</b>		<b>5 minutes</b>
a. Integrating Cultural Competence into SLO's and Assessment at San Diego City College April 15-16, 2016 at \$995.00 <a href="http://events.r20.constantcontact.com/register/event?llr=udz78crab&amp;oeidk=a07ebvydvxv4946f778&amp;oseq">http://events.r20.constantcontact.com/register/event?llr=udz78crab&amp;oeidk=a07ebvydvxv4946f778&amp;oseq</a>		
b. 9 <sup>th</sup> Annual African American Male Summit (A2MEND)-Moving the Needle: From Injustice to Equity March 3-4, 2016 in Los Angeles at \$450.00 <a href="http://a2mend.org/conference/">http://a2mend.org/conference/</a>		
5. SSSP/SE FY2015 Year End Reports Update – Olga Diaz		5 minutes
6. Faculty Advising Update – Olga Diaz		5 minutes
7. Region X Equity Week activities (March 7-11, 2016)		5 minutes
8. Draft Evaluation Rubric for SSEC Funding Requests -Cynthia Anfinson	Exhibit B	15 minutes
9. Committee Membership – Retention Workgroup		10 minutes
10. Workgroup Confer and Report Out		35 minutes
<b>E. <u>OTHER BUSINESS</u></b>		

Next Meeting: Friday, March 11, 2016



**STUDENT SUCCESS AND EQUITY  
COUNCIL MEETING  
MINUTES  
January 22, 2016**

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

**MEMBERS:** Aguilera, Anfinson, Antonecchia, Baugh, Bongolan, Diaz, French, Kahn, Magnuson, Martinez, Nelson. J, Nelson. W, Nunez, Ramirez, Romain, Sivert, Snyder, Sosa, Squires, Waite and Weller.

**ABSENT:** Barton, DeMaris, Gonzales, Gonzalez, Rodriguez and Stockert.

**RECORDER:** Michelle LaVigueur

**GUESTS:** Valeria Hernandez, Lindsay Kretchman, Michael Large, Connie Moise and Nancy Moreno.

Order of Agenda Items	Attachments	Time Allotted
<b>A. <u>MINUTES</u></b>		
<b>1.</b> Approve minutes of December 11, 2015 MSC – (Sourbeer/Baugh): The minutes for December 11, 2015 were approved and accepted into the record with abstentions from Olga Diaz and Ellen Weller.		
<b>B. <u>ACTION ITEMS/SECOND READING</u></b> – None.		
<b>C. <u>ACTION ITEMS/FIRST READING</u></b> – None.		
<b>D. <u>INFORMATION/DISCUSSION ITEMS</u></b>		
<b>1. Technology Initiative Plan:</b>		<b>40 minutes</b>
IS Director, Connie Moise presented the Technology Initiative Plan to the Council. She discussed the following:		
<ul style="list-style-type: none"> <li>• <u>Requirements for Technology</u> – To be aligned with the Institutional Strategic Goals Technology requirements.</li> <li>• <u>Technology Values</u> – Projects are reviewed to ensure they have value for the college.</li> <li>• <u>Technology Projects</u> – There are currently 72 projects in the queue to be completed.</li> <li>• <u>Key Project Goals and Timeline</u> – There are 23 projects (including prerequisites) which are categorized as key projects, required for key projects or related to key projects. The top 10 key projects are cccApply, Mobile Access, Portal/Activity Center Functions, Payment Plan for Students, Blackboard Integration, cccAssess, cccEdPlan, Maxient, Canvas (pilot) integration and CRM. A timeline has been created with completion dates identified.</li> <li>• <u>Key Project Resources</u> – There will be some timeline constraints due to low staffing.</li> <li>• <u>Student Experience</u> – Our goal is to provide a professional, engaging, supportive, targeted and refined, positive and pleasant experience for our students.</li> </ul>		
There was discussion on all areas of the college working collaboratively towards common goals.		
<b>2. Upcoming Conference Opportunities:</b>		<b>15 minutes</b>
Olga Diaz reviewed the process in place for members who would like to attend conferences.		
a. The Center for Urban Education (CUE) at the University of Southern California Overview: Tools and practices to turn Student Equity Plans into measurable educational outcomes, campus teams of 5-10. Date: February 4-5, 2016 in Los Angeles, CA at \$8,000.00 per team <a href="http://cue.usc.edu/student_equity">http://cue.usc.edu/student_equity</a>		
<ul style="list-style-type: none"> <li>• Members of the Council will not attend this conference due to the high expense and tight timeline.</li> </ul>		

b. Redesigning America's Community Colleges: A Guided Pathway Approach  
February 18, 2016 in Bakersfield, CA at \$64.29

<https://www.bakersfieldcollege.edu/conference/redesigning-community-colleges>

- This conference is Student Equity related. The Council will be sending five people and those interested can contact Olga at [odiaz@palomar.edu](mailto:odiaz@palomar.edu).

c. 9<sup>th</sup> Annual African American Male Summit (A2MEND)-Moving the Needle: From Injustice to Equity  
March 3-4, 2016 in Los Angeles at \$450.00

<http://a2mend.org/conference/>

- This conference is Student Equity related and we are waiting for the agenda to review the topics.

d. Advancing Student Success: From Plan to Action (CCCCO)  
March 14 – 16, 2016 in Sacramento, CA at \$300

<https://www.regonline.com/builder/site/Default.aspx?EventID=1786182>

- This conference is Student Success related. Acting VP of Student Services, Brian Stockert and Olga Diaz will be attending and there is room for two more members to attend.

**3. Student Activity Card Data Collection Process:**

**15 minutes**

Olga Diaz and Lindsay Kretchman, Student Activities Coordinator presented the process used for collecting data using student activity cards. The goal is to better track our DI groups by swiping the magnetic strips on the card when they attend events. Vouchers will be distributed to existing categorical and service programs (EOPS/TRIO, Foster Youth, DRC and Veteran Services) to be used for tracking the cards as they are handed out to students. The cards will be scanned on iPods using a Uni Scan card to swipe cards as students attend events. There was discussion on how students are tracked and the fee charged to students for the student activity cards.

**4. Faculty Advising Update:**

**10 minutes**

Olga Diaz let the Council know she will give an update after the meeting.

**5. Multiple Measures Workshop:**

**10 minutes**

Interim VP for Instruction, Dan Sourbeer gave an overview on the Multiple Measures Workshop held on January 13, 2016. The workshop emphasized how using multiple measures (GPA, SAT scores, etc.) to assess students show different results than assessing with just the assessment test.

**6. Workgroup Confer and Report Out:**

**30 minutes**

Greg Larson emphasized the need for Workgroups to report out after they meet. The Workgroups reported the following:

- Access and Outreach: Dr. Kendyl Magnuson reported they are discussing holding a Veterans event, focusing on Camp Pendleton and the main campus.
- Retention: Cindy Anfinson reported they are working on the Week of Welcome. They will be meeting between now and Feb. 26, 2016 to refine their timeline and begin moving forward.
- Student Pathways - Glyn Bongolan reported they created a timeline/goal sheet emphasizing four main goals:
  - lining up curriculum across campus
  - developing a Student Pathways website for students
  - developing teams
  - Professional Development

**E. OTHER BUSINESS** – None.

Meeting was adjourned at 11:00 a.m.

Next Meeting: February 26, 2016

# The Palomar College Degree Audit

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Kristyn Lewko, Senior Academic Evaluator

Tracie Sayre, Systems Module Functionalist



# What is a degree audit?

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- A document that shows how a student has or has not met each college requirement based upon their declared academic plan.

	A	B	C	D	E	F	G	H	I	J
1	<b>Palomar College</b>			Astronomy						
2	<b>2015-16 Program Evaluation/Advising Guide</b>			Earth, Space, & Aviation Sciences, Ext. 2512, NS-110G						
3	<b>Student:</b>			<b>Palomar ID #</b>						
4	ASTR.S / ASTR.C			<b>Note:</b> A minimum grade of 'C' is required for all Associate degree or Certificate program course work except where other grade requirements are specified.						
5	<b>Program:</b> Astronomy									
6	Associate in Science (.S) Degree									
7	Certificate of Achievement (.C)			<b>Legend:</b> Grd = Grade; IP = In Progress; D = Deficient						
9	<b>Program Requirements</b>			<b>Units</b>	<b>Grd</b>	<b>IP</b>	<b>D</b>			
10	ASTR 100: Principles of Astronomy			3						
11	ASTR 105L: Intro to Astronomy Laboratory			1						
12	ASTR/GEOL 120: Planets, Moons, and Comets			3						
13	MATH 140: Calculus/Analytic Geometry, 1st Course			5						
14	MATH 141: Calculus/Analytic Geometry, 2nd Course			4						
15	MATH 205: Calculus/Analytic Geometry, 3rd Course			4						
16	PHYS 230: Principles of Physics			5						
17	PHYS 231: Principles of Physics			5						
18	PHYS 232: Principles of Physics			4						
19										
20										
21										

### ASSOCIATE IN SCIENCE DEGREE: ASTRONOMY (RG-1061)

**Not Satisfied:** A minimum grade of "C" is required for all associate degree coursework unless otherwise specified.

#### Astronomy Major Requirements (R-0201)

**Not Satisfied:** Nine courses required.

#### ASTR 100, 105L, 120, MATH 140, 141, 205, PHYS 230, 231, 232

**Not Satisfied:** Complete all courses

- Courses: 9 required, 2 taken, 7 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ASTR 100	<a href="#">PRINCIPLES OF ASTRONOMY</a>	3.00	2013 Fall	B	✓
ASTR 105L	<a href="#">INTRODUCTION TO ASTRONOMY LAB</a>	1.00			
ASTR 120	<a href="#">PLANETS, MOONS, AND COMETS</a>	3.00	2014 Spring	B	✓
MATH 140	<a href="#">CALCULUS/ANALYTIC GEOMETRY 1ST</a>	5.00			
MATH 141	<a href="#">CALCULUS/ANALYTIC GEOMETRY 2ND</a>	4.00			
MATH 205	<a href="#">CALCULUS/ANALYTIC GEOMETRY 3RD</a>	4.00			
PHYS 230	<a href="#">PRINCIPLES OF PHYSICS</a>	5.00			
PHYS 231	<a href="#">PRINCIPLES OF PHYSICS</a>	5.00			
PHYS 232	<a href="#">PRINCIPLES OF PHYSICS</a>	4.00			

# What will the degree audit include?

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- Palomar coursework as well as transfer coursework from other institutions
- Total units completed and GPA for every student
- District requirements, general education requirements, and major requirements for all associate degrees
- Major requirements for all certificate programs



# Let's take a look

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▶ PALOMAR COLLEGE ACADEMIC DATA (RG-0973)

▶ DISTRICT REQUIREMENTS FOR THE ASSOCIATE'S DEGREE (RG-0970)

▶ GENERAL EDUCATION (GE) REQUIREMENTS FOR THE ASSOCIATE'S DEGREE (RG-0237)

▶ ASSOCIATE IN SCIENCE DEGREE: ASTRONOMY (RG-1061)



▼ ASSOCIATE IN SCIENCE DEGREE: ASTRONOMY (RG-1061)

**Not Satisfied:** A minimum grade of "C" is required for all associate degree coursework unless otherwise specified.

**Astronomy Major Requirements (R-0201)**

**Not Satisfied:** Nine courses required.

▼ **ASTR 100, 105L, 120, MATH 140, 141, 205, PHYS 230, 231, 232**

**Not Satisfied:** Complete all courses

- Courses: 9 required, 2 taken, 7 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ASTR 100	<a href="#">PRINCIPLES OF ASTRONOMY</a>	3.00	2013 Fall	B	✓
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MATH 140	<a href="#">CALCULUS/ANALYTIC GEOMETRY 1ST</a>	5.00			
MATH 141	<a href="#">CALCULUS/ANALYTIC GEOMETRY 2ND</a>	4.00			
MATH 205	<a href="#">CALCULUS/ANALYTIC GEOMETRY 3RD</a>	4.00			
PHYS 230	<a href="#">PRINCIPLES OF PHYSICS</a>	5.00			
PHYS 231	<a href="#">PRINCIPLES OF PHYSICS</a>	5.00			
PHYS 232	<a href="#">PRINCIPLES OF PHYSICS</a>	4.00			

# Where are we now?

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- Over 120 plans have been built in PeopleSoft for associate degrees, certificates, general education, and district requirements
- The plans built account for 94% of associate degrees and 88% of certificates awarded by Palomar in AY 2014-15
- The 90 most popular plans for incoming students have been built
- Testing is currently underway by some Evaluations and Financial Aid staff

# Where are we going?

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- Transfer credit rules will be uploaded to PeopleSoft
- Testing will continue by Evaluations and Financial Aid as transfer credit is launched
- Once testing has concluded, degree audit will be rolled out to student-facing staff and faculty
- Students will have access to their degree audit via Student eServices.



## SSEC Funding Requests – Proposed Evaluation Rubric

	<b>Needs Improvement 1 point</b>	<b>Developing 2 points</b>	<b>Proficient 3 points</b>	<b>Score</b>	<b>Notes</b>
<b>Need for Project</b>	Needs Improvement	Developing	Proficient		
Is there a strong, sound reason to develop the project or program? Is it aligned with Student Equity goals?	No clear documentation of alignment with Student Equity Goals and Objectives provided; not grounded in sound research or best practices.	Project is partially aligned with a particular Student Equity Goal.	Project is aligned with equity goals identified in the SEP. Project is based on sound research and/or best practices.		
<b>Evaluation Plan</b>	Needs Improvement	Developing	Proficient		
How will the project's stated goals and outcomes be measured?	No assessment identified or assessment does not measure impact on the achievement gap.	Assessment identified but does not directly measure success in terms of closing the achievement gap.	Appropriate assessment directly measuring impact on the achievement gap. Robust data gathered on a regular basis.		
<b>Extent of Focus on Target Groups</b>	Needs Improvement	Developing	Proficient		
How will the project focus on the DI target groups as defined in the SEP?	It is unclear how the program will directly impact target groups.	Program identifies specific strategies which aim to impact target groups.	Program explicitly identifies how it will outreach to and/or engage target groups.		
<b>Direct Impact on Students</b>	Needs Improvement	Developing	Proficient		
How will the project provide direct impact on students? How many students will be directly impacted?	Program does not directly impact material conditions of students. Program serves small numbers of students.	Program has some direct impact on material conditions of students. Program may serve around 100 students.	Program concretely changes material conditions for students. Program serves a large number of students.		
<b>Addresses Equity Goals Identified in the Student Equity Plan</b>	Needs Improvement	Developing	Proficient		
How will the project address equity goals?	It is unclear what goals the project addresses.	The project partially aligns with a particular goal in the SEP.	The project directly addresses equity goals identified in the SEP.		
<b>Activity is included in the Student Equity Plan</b>	Needs Improvement	Developing	Proficient		
Are project activities in	Activity is not related to	Activity fits into an	Activity is explicitly		

the SEP?	activities in the SEP.	activity in the SEP.	named in the SEP.		
<b>Analysis of Funding</b>	Needs Improvement	Developing	Proficient		
	It is unclear what other funding resources are available. Project has many expenses that are not allowable under SE. The length of time funding is required is not specified.	Some other funding resources are available. Project has a few expenses that are not allowable under SE. The length of time funding is required is not clear.	Other funding sources are clearly identified. Project is integrated into other funding sources that can cover expenses not allowable under SE. The length of time funding is required is clearly specified.		

DRAFT