



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
AGENDA
Friday, September 9, 2016**

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date: September 9, 2016
	<input type="checkbox"/>	Product/Project	Starting Time: 9:00 a.m.
	<input type="checkbox"/>	Special	Ending Time: 11:00 a.m.
			Place: AA-140

CHAIR: Vice President of Student Services,
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Travis Ritt

MEMBERS: Anfinson, Antonecchia, Barton, Bongolan, Diaz,
Hopp, Kahn, Lawson, Magnuson, Martinez, Moreno, Mudgett,
Nelson, O'Brien, Ordille, Patel, Ramirez, Rodriguez, Sanchez,
Shafer, Sivert, Sosa, Squires, Stockert, Tovar and Waite.

RECORDER: Michelle LaVigueur

Order of Agenda Items	Attachments	Time Allotted
A. <u>MINUTES</u>		
1. Approve minutes of August 26, 2016		
B. <u>ACTION ITEMS/FIRST READING</u>		
1. SSEC Governance Structure Membership Change	Exhibit A	10 minutes
- Adding a Student Equity Counselor and removing one Counseling Faculty		
C. <u>ACTION ITEMS/SECOND READING</u> – None.		
D. <u>INFORMATION/DISCUSSION ITEMS</u>		
1. Council Reading Update: <i>Redesigning America's Community Colleges – A Clearer Path to Student Success</i>		20 minutes
– Michelle Barton		
2. SSEC 2016-17 updated Membership and Workgroup Membership	Exhibit B	10 minutes
3. Blending Committees – SSSP, NCSSSP, SE, BSI	Exhibit C	15 minutes
4. Funding Request Workshops	Exhibit D	5 minutes
5. Pathway Discussion		30 minutes
6. Workgroups Meet	Exhibit E	30 minutes
E. <u>OTHER BUSINESS</u>		

Next Meeting: Friday, September 23, 2016



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
MINUTES
Friday, August 26, 2016**

CHAIRS: Vice President of Student Services,
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Travis Ritt

MEMBERS: Antonecchia, Bongolan, Diaz, Hopp, Kahn,
Lawson, Magnuson, Martinez, Mudgett, W. Nelson, O'Brien,
Ordille, Ramirez, M. Rodriguez, Sanchez, Sivert, Squires, Stockert
and Tovar.

ABSENT: Anfinson, Barton, Moreno, Patel, Sosa and Waite.

RECORDER: Michelle LaVigneur

GUESTS: Michael Large.

Order of Agenda Items	Attachments	Time Allotted
A. <u>MINUTES</u>		
1. Approve minutes of May 13, 2016		
MSC – (Sourbeer/Nelson): The minutes for May 13, 2016 were approved and accepted into the record with abstentions from Adrian Gonzales, Lawrence Lawson, Ben Mudgett, Patrick O'Brien and Annette Squires.		
2. Approve minutes of July 12, 2016		
MSC – (Sourbeer/Nelson): The minutes for July 12, 2016 were approved and accepted into the record with abstentions from Adrian Gonzales, Lawrence Lawson, Martha Martinez and Shayla Sivert.		
B. <u>ACTION ITEMS/FIRST READING</u> – None.		
C. <u>ACTION ITEMS/SECOND READING</u> – None.		
D. <u>INFORMATION/DISCUSSION ITEMS</u>		
1. SSEC 2016-17 Membership, Meeting Schedule and Workgroup Membership	Exhibit A	15 minutes
VP of Student Services Adrian Gonzales reviewed the vacancies on the Council. He mentioned that the first meeting of each month is for the Council to meet as a whole and the second meeting of each month is designated for Workgroups to meet. New members to the Workgroup are listed in item D.8. (see "Workgroup Report Out" section for more details).		
2. SSEC Orientation and Goals for FY 2016-17		15 minutes
Olga Diaz reviewed our current SSSP/SE plans and noted our responsibilities and the requirements around both plans. The Student Success & Equity Council (SSEC) is the steering committee of the Student Success & Support Program (SSSP) Plan and the Student Equity Plan (SEP). SSEC monitors progress toward meeting goals of each plan. SSEC coordinates activities with other planning councils and reports to the Strategic Planning Council (SPC).		
<ul style="list-style-type: none"> • SSSP Plan - documents how Palomar will provide core services to students aimed to increase student success and measures progress to compliance goals. • SEP - identifies interventions to support students experiencing disproportionate impact and sets 3-year goals for improvement. 		
<u>Goals for FY 2016-17:</u>		
<ul style="list-style-type: none"> • Review existing SSSP & St. Equity Plans (No Update Required) • Focus available funds on activity gaps • Degree Completion & Transfer • Focus on measuring outcomes of interventions 		

- Consider ways to combine BSI/SSSP/SEP
 - Prepare for Student Equity Audit
- 3. Linkage to Other Initiatives: (BSI, SSSP, SE, AEBG, Workforce)** **Exhibit B** **15 minutes**

VP of Student Services Adrian Gonzales led the discussion on various state supported initiatives that are currently in place and discussed the potential of combining some of them.
 - 4. SSEC Governance Structure Membership Change -Adding a Student Equity Counselor – Patrick O’Brien** **10 minutes**

Patrick O’Brien suggested reducing our current membership by one Counselor and adding the SE Counselor to the membership. This item will be brought back as a First Reading on September 9, 2016.
 - 5. SSSP/SE Budget Update – Olga Diaz** **10 minutes**

Olga Diaz reviewed the SSSP and SEP budget in detail.
 - 6. New Funding Request Form – Olga Diaz** **Exhibit C** **10 minutes**

Olga Diaz reviewed the new funding request form.
 - 7. SE Funding Request Workshop Dates – Olga Diaz** **Exhibit D** **10 minutes**

Olga Diaz advised there will be SE funding request workshops on Wednesday, September 7, 2016 from 12:00 – 1:00 p.m. and Thursday, September 8, 2016 from 9:00 – 10:00 a.m. in AA-140.
 - 8. Workgroup Report Out** **25 minutes**
 - **Access & Outreach** – Dr. Kendyl Magnuson reported that this workgroup has been focused on outreach to Veterans. Implementing the software program, CRM was also discussed. The following Council members were added to this workgroup: Chris Hopp, Dr. Jack Kahn, Pete Ordille and Gabe Sanchez.
 - **Retention** – Martha Martinez and Olga Diaz reported that the Week of Welcome (WOW) took place August 22-25, 2016. This event was extremely successful in engaging and involving our new and continuing students. The following Council members were added to this workgroup: Lawrence Lawson and Rosalinda Tovar.
 - **Student Pathways** – Dr. Glyn Bongolan reported they have been defining student pathways, developing academies and working on collaborating with other constituent groups on campus. The following Council members were added to this workgroup: Ben Mudgett, Patrick O’Brien, Monica Rodriguez and Gabe Sanchez.
 - **Technology** – The following Council members were added to this crossover workgroup: Patrick O’Brien, Monica Rodriguez, Ben Mudgett and Gabe Sanchez.
 - **Research & Evaluation** – Two new Researchers will be added to this workgroup.
 - 9. Council Reading Update: *Redesigning America’s Community Colleges – A Clearer Path to Student Success* – Tabled.** **10 minutes**
- E. OTHER BUSINESS** – None.

Meeting was adjourned at 10:56 a.m.

Next Meeting: September 9, 2016



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Dan Sourbeer, Greg Larson, Adrian Gonzales					Date: 9/9/16		
Proposed Name of Requested Group: Student Success and Equity Council							
X	Council		Committee		Subcommittee		Task Force
Action Requested:			Add		Delete	X	Change
<p>Role: The Student Success and Equity Council (SSE) will serve as a steering committee that leads the development of the Student Success and Support Program (3SP) and Student Equity Plan for the District.</p> <p>The SSE Council will assist in preparing the 3SP and Student Equity Plan, monitoring the District’s progress toward meeting the goals in each plan, and review and update each plan as needed. The SSE Council will coordinate its activities with those of the other Planning Councils, Curriculum Committee, Registration Committee, EEO Advisory Committee, Basic Skills Committee and other District committees as necessary.</p> <p>Products:</p> <ul style="list-style-type: none"> • Student Equity Plan • Student Success and Support Plan 							
Reporting Relationship: Strategic Planning Council							
Meeting Schedule: Second and Fourth of Friday from 9:00 – 11:00 am							
<p>Chairs: Faculty Senate President, Vice President for Instruction, Vice President for Student Services</p> <p>Members: 2 faculty members as appointed by Basic Skills Committee 2 faculty members as appointed by Instructional Planning Council 2 faculty members as appointed by Student Services Planning Council 1 faculty member from Reading Department as appointed by the Faculty Senate 1 faculty member from Math Department as appointed by the Faculty Senate 1 faculty member from English Department as appointed by the Faculty Senate 1 faculty member from ESL Department as appointed by the Faculty Senate 1 faculty member from Disability Resource Center as appointed by the Faculty Senate 2 1 faculty counselors as appointed by the Faculty Senate 1 – Student Equity Counselor 1 faculty member at-large (instruction) as appointed by the Faculty Senate 1 faculty member at-large (student services) as appointed by the Faculty Senate 2 faculty senators as appointed by the Faculty Senate 1 AA representative as appointed by the Administrators Association 1 CAST representative as appointed by the CAST 2 classified staff representatives as appointed by CCE 1 Dean - Student Services 2 Deans – Instruction 1 Assessment Supervisor 1 Senior Director of Institutional Planning and Research 1 3SP Coordinator 1 Manager of Orientation and Follow-up Services 2 student representatives as appointed by the ASG</p>							

Approved by SPC: 11/04/14
 Revised by SSPC: 04/22/16
 Revision Approved by SPC: 05/03/16

**Palomar College - Student Success & Equity Council
2016 – 2017 Membership List and Meeting Schedule**

<http://www2.palomar.edu/pages/ssec/>

Council Tri-Chairs:

Adrian Gonzales, Interim Superintendent/President

Dan Sourbeer, Interim Vice President for Instruction

Travis Ritt, Faculty Senate President

Council Members:

Name	Representing	Constituent Group
Cindy Anfinson	Basic Skills Committee	Faculty
Gabe Sanchez	Basic Skills Committee	Faculty
Wendy Nelson	Instructional Planning Council	Faculty
Pete Ordille	Instructional Planning Council	Faculty
Rosie Antonecchia	SS Planning Council	Faculty
Patrick O'Brien	SS Planning Council	Faculty
	Reading	Faculty
Martha Martinez	Math	Faculty
Monica Rodriguez	English	Faculty
Lawrence Lawson	ESL	Faculty
Lori Waite	Disability Resource Center	Faculty
	Counseling	Faculty
Glyn Bongolan	Counseling	Faculty
Gary Sosa	At-large (instruction)	Faculty
Ben Mudgett	At-large (student services)	Faculty
Annette Squires	Senator (Faculty Senate)	Faculty
	Senator (Faculty Senate)	Faculty
Kendyl Magnuson	Administrators Association	AA
Jennifer Patel	CAST	CAST
Rosalinda Tovar	Council for Classified Employees	CCE
Pollyanna Shafer	Council for Classified Employees	CCE
Brian Stockert	Dean (Student Services)	Dean
Jack Kahn	Dean (Instruction)	Dean
Shayla Sivert	Dean (Instruction)	Dean
Jose Luis Ramirez	Assessment Supervisor	CAST
Michelle Barton	Sr. Director IP & R	AA
Olga Diaz	SSSP Coordinator	AA
Nancy Moreno	Mgr. of Orient./Follow-up Svcs.	AA
Chris Hopp	ASG	Student
	ASG	Student

Meets Second & Fourth Fridays of the month from 9:00 – 11:00 a.m. in AA-140**Fall 2016 dates****August 26, 2016****September 9, 2016****September 23, 2016****October 14, 2016****October 28, 2016****November 18, 2016 (3rd Friday due to Holidays)****December 9, 2016****Spring 2017 dates****February 10, 2017****February 24, 2017****March 10, 2017****March 24, 2017****April 14, 2017****April 28, 2017****May 12, 2017**

SSEC Workgroup Membership 2016-17

Main Workgroups

Crossover Workgroups (into Main Workgroups)

Access & Outreach	Retention	Student Pathways	Technology	Research & Evaluation
Chris Hopp	Michael Large	Rosie Antonecchia	Dr. Glyn Bongolan	Michelle Barton
Dr. Jack Kahn	Lawrence Lawson	Michelle Barton	Dr. Kendyl Magnuson	Michael Large
Dr. Kendyl Magnuson	Martha Martinez	Dr. Glyn Bongolan	Ben Mudgett	
Pete Ordille	Nancy Moreno	Ben Mudgett	Patrick O'Brien	
Jose Luis Ramirez	Monica Rodriguez	Wendy Nelson	Monica Rodriguez	
Gabe Sanchez	Gary Sosa	Patrick O'Brien	Gabe Sanchez	
	Annette Squires	Jennifer Patel	Shayla Sivert	
	Brian Stockert	Dr. Travis Ritt		
	Rosalinda Tovar	Shayla Sivert		
		Dan Sourbeer		
		Lori Waite		

Linkages to Other Initiatives

Initiative	Description	PC Allocation 2016-17
SSSP	To increase student success by providing students with core SSSP services to assist them in achieving their educational and career goals.	\$2,784,146
NCSSSP	To provide core services to students enrolled in courses in the following noncredit areas: <ul style="list-style-type: none"> * Elementary and Secondary Basic Skills * English as a Second Language * Short-Term Vocational * Workforce Preparation 	\$183,723
SEP	To support the disproportionate impact groups as identified in our SEP.	\$1,535,920
BSI	To provide resources to assist students in acquiring college-level reading, writing, mathematics, critical thinking and study skills.	\$177,000
AEBG	To identify the educational needs of adults and to support the effective provision of services.	\$524,586 to PC of \$2,502,639 to Region X from Consortia
Workforce	To support students transitioning from unemployment, to community college and back to work.	\$2,072,000



Attend a workshop to learn
how to apply for the Student
Equity Plan funding!

Student Equity Funding Request Workshops

Funding Application Period, Sept. 12th-30th

Workshop Dates:

Wednesday, Sept. 7th, Noon-1pm, AA-140

Thursday, Sept. 8th, 9am-10am, AA-140

SSEC First Review October 14th

Fall 2016: Funding Application Cycle

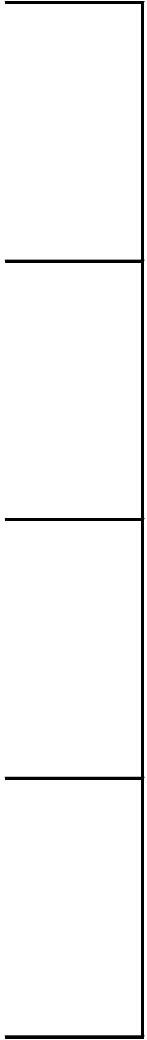
Spring 2017: Implementation

SSEC Work Group : Access & Outreach

<u>Current Members</u>	<u>Chair / Co-Chair</u>
Chris Hopp	
Dr. Jack Kahn	
Dr. Kendyl Magnuson	
Pete Ordile	
Jose Luis Ramirez	
Gabe Sanchez	

2016-17 Goals

- 1
- 2
- 3
- 4



SSEC Work Group : Retention

<u>Current Members</u>	Chair / Co-Chair
Michael Large	
Lawrence Lawson	
Martha Martinez	
Nancy Moreno	
Monica Rodriguez	
Gary Sosa	
Annette Squires	
Brian Stockert	
Rosalinda Tovar	

2016-17 Goals

1

2

3

4

