PALOMAR COLLEGE		CO	SUCCESS AND EG UNCIL MEETING AGENDA ay, April 14, 2017	
MEETING TYPE: CHAIR: Vice President of Student Services, Adrian Gonzales Interim VP for Instruction, Dan Sourf Faculty Senate President, Dr. Travis I RECORDER: Michelle LaVigueur	Pr Sr beer	Bongolan, Diaz Martinez, More Ramirez, Rodri	Date: Starting Time: Ending Time: Place: Aguirre, Anfinson, Antonecc , Finkenthal, Hopp, Kahn, La no, Mudgett, Nelson, O'Brier guez, Sanchez, Shafer, Sivert , Velazquez, Waite and Wein	wson, Magnuson, n, Ordille, Patel, , Sosa, Squires,
Order of Agenda Items			Attachments	Time Allotted
<ul> <li>A. <u>MINUTES</u> <ol> <li>Approve minutes of Febru</li> <li>Approve minutes of Febru</li> <li>Approve minutes of Marc</li> </ol> </li> <li>B. <u>ACTION ITEMS/FIRST REA</u></li> <li>C. <u>ACTION ITEMS/SECOND F</u></li> <li>D. <u>INFORMATION/DISCUSSIO</u> <ol> <li>Veterans Value Statement</li> <li>Creating a "Center for So</li> <li>Peer Mentoring and Reter</li> <li>Integration of SSSP/SE/BS</li> <li>Council Reading Update: <i>Community Colleges – A C</i> Chapters 5 – 6 – Michelle E</li> </ol> </li> </ul>	uary 24 ch 24, 2 ADIN( <u>READI</u> t – Rya ocial Ju ntion A SI <i>Redes</i> Zlearer	4, 2017 2017 <u>6</u> – None. I <u>NG</u> – None. <u>EMS</u> In Williams Istice Studies & Ec Activities – Nancy M	Moreno	15 minutes 15 minutes 15 minutes 15 minutes 45 minutes
E. <u>OTHER BUSINESS</u>				15 minutes



#### STUDENT SUCCESS AND EQUITY COUNCIL MEETING MINUTES March 24, 2017

CHAIRS: Vice President of Student Services, Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Travis Ritt

**MEMBERS:** Anfinson, Diaz, Finkenthal, Lawson, Martinez, Ordille, Rodriguez, Sourbeer, Tovar and Weintraub.

**ABSENT:** Aguirre, Antonecchia, Barton, Bongolan, Gonzales, Hopp, Kahn, Magnuson, Moreno, Mudgett, Nelson, Patel, Ramirez, Ritt, Sanchez, Shafer, Sivert, Sosa, Squires, Stockert, Velazquez and Waite.

#### **RECORDER:** Michelle LaVigueur

**GUESTS:** Michael Large and Rachel Miller.

Order of Agenda Items		Attachments	Time Allotted

#### A. <u>MINUTES</u>

- 1. Approve minutes of February 10, 2017
- 2. Approve minutes of February 24, 2017 Items A1 and A2 will be tabled until the next meeting on April 14, 2017 as there was not a quorum.
- B. <u>ACTION ITEMS/FIRST READING</u> None.
- C. ACTION ITEMS/SECOND READING None.

#### D. INFORMATION/DISCUSSION ITEMS

- 1. Veterans Value Statement Ryan Williams Tabled.
- 2. Creating a "Center for Social Justice Studies & Equity"-R. Williams–Tabled. 10 minutes
- 3. Conference Opportunities: 5 minutes
   Olga advised the Council that there is an expectation for those that attend conferences to come back and report out to the Council what they have learned and to integrate their new knowledge and skills into their positions to ultimately benefit our students. Those interested in attending any of the conferences can contact Olga at x3624.
   a. Umoja Regional Symposium April 21, 2017 at UC Riverside or UC Davis
  - a. <u>Umoja Regional Symposium</u> April 21, 2017 at UC Riverside or UC Davis http://umojacommunity.org/regional\_symposia/
     Olga reported that Letty Aguirre is working on identifying an UMOJA team to attend conferences and training opportunities in anticipation of rolling out an UMOJA program at Palomar College in the fall of 2018. She asked anyone interested in this effort to contact Letty at x3413.
  - b. FACCC Equity Minded Counseling April 21, 2017 at Loyola Marymount University
  - c.  $\underline{IEPI}$  Olga reported that there are five IEPI BSI/SE/SSSP workshops this spring:
    - i. April 7, 2017in Ontario https://integplanapr7ontario.eventbrite.com/
    - ii. April 7, 2017 in Oakland https://intplanapr7oakland.eventbrite.com/
    - iii. April 28, 2017 in Costa Mesa https://intplanapr28costamesa.eventbrite.com/
    - iv. May 12, 2017 in Fresno https://integplanmay12fresno.eventbrite.com/
    - v. May 12, 2017 in Sacramento https://intplanmay12sac.eventbrite.com/
  - d. <u>HACU</u> October 28-30, 2017 at the Hilton San Diego Bayfront. Olga advised that we would like to send 8-10 faculty/staff members.

#### 4. Workgroups Report Out

<u>Retention</u> – Cindy Anfinson reported that their group has split into three subgroups:

- 1) ESL/Basic Skills Completion led by Larry Lawson, working on:
  - a. Embedded tutoring workshops to be launched in fall of 2017
    - i. Information on funding for embedded tutors

35 minutes

- ii. 4 PD workshops in the fall of 2017 this group will be meeting with Kelly Falcone at the next SSEC Workgroup meeting on April 28, 2017 to discuss implementation
- Tutoring committee has a sub-group on embedded tutoring around STEM, led by Mireya Gutierrez-Aguero. This sub-group will be meeting to collaborate with them in April 2017
- 2) FYE and other high touch programs led by Rosalinda Tovar, working on:
  - a. Restructure FYE orientation starting in fall of 2017
    - b. Integrating FYE with EAP, Week of Welcome, and other on-boarding activities
    - c. Create campus "traditions"
    - d. Considering an Open House event where parents will be invited
- 3)6 factors of student success campaign led by Nancy Moreno, working on:
  - a. Creating sample syllabi for faculty
  - b. PD workshop
  - c. Implementing the 6 factors into courses
  - d. Focus group for students
  - e. Create banners for the San Marcos, Escondido, North and South centers
  - f. Create videos and integrate them into other parts of the college/websites

<u>Student Pathways</u> – Rachel Miller reported that they reviewed an application around guided pathways and used it as a framework to create a readiness assessment. They used the readiness assessment to create questions/surveys to find out if members on campus are ready for guided pathways. They also built a visualization of the timeline, based on the STEM pathway and would like to implement it by the fall of 2019. Kathy Kailikole wrote a grant for STEM pathways and we received funding for a 3 million dollars block grant from the Chancellor's Office in March 2017 for STEM pathways.

<u>Access & Outreach</u> – Pete Ordille reported that the following objectives were reached:

- a. Creating a mission/value statement for the Veterans Outreach
  - b. Creating pathways for direct employment
    - i. Graduation at Camp Pendleton for EME students
- c. Ensuring our Veterans have marketable skills
- d. Legislation has been established that recognizes military training as college credit for EME 100 Combat Lifesavers course (required in the military).
- e. Pair students up with mentors in the community
- f. Fast-track them into jobs/careers
- g. Counsel them regarding available benefits
- h. Public safety marketing video has been created it will be previewed on April 7, 2017
- 5. Council Reading Update: Redesigning America's

*Community Colleges – A Clearer Path to Student Success* – Tabled. Chapters 5 – 6 – Michelle Barton

#### 6. Integrate Updates (BSI/SE/SSSP/NCSSSP)

Olga reported that the Chancellor's office has initiated plan integration activities to combine the four categorical programs to include Basic Skills/Student Equity/SSSP and Non-Credit SSSP. The restrictions on all funding allocations are limited to: gifts, stipends, political contributions, courses that generate FTE and supplanting. We will be creating our own guidelines for what is reasonable and justifiable for all four programs and will consistently apply those guidelines.

#### E. OTHER BUSINESS

- 1. VP Sourbeer reported on the IEPI visit which took place on March 17, 2017. The visiting team gave us a lot of positive and complimentary feedback. They will make recommendations at their next visit in April 2017 and will return again in fall of 2018. They focused on the following items:
  - a. Enrollment Management Current processes and suggestions for improvement
  - b. <u>Human Resources</u> Hiring process, hiring committees, time management, etc.
  - c. Communications Shared governance and communications reaching all constituent groups
- 2. VP Sourbeer reported that the interviews for the VPI position are taking place today.
- 3. VP Sourbeer reported that the VP of HR committee failed the search. We will be bringing in a consultant and will go out again for hire.

Meeting was adjourned at 10:05 a.m.

#### 5 minutes

#### Next Meeting: April 14, 2017

20 minutes



#### STUDENT SUCCESS AND EQUITY COUNCIL MEETING MINUTES February 24, 2017

CHAIRS: Vice President of Student Services, Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Travis Ritt

**RECORDER:** Michelle LaVigueur

**MEMBERS:** Aguirre, Anfinson, Antonecchia, Bongolan, Diaz, Magnuson, Ordille, Patel, Ramirez, Rodriguez, Sanchez, Shafer, Squires, Stockert, Tovar and Waite.

**ABSENT:** Barton, Finkenthal, Hopp, Kahn, Martinez, Moreno, Mudgett, Nelson, O'Brien, Sivert, Sourbeer, Sosa and Velazquez and Weintraub.

**GUESTS:** Michael Large, Lawrence Lawson, Rachel Miller, Kyle Owens and David Vazquez

<b>Order of Agenda Items</b>	
------------------------------	--

Attachments

**Time Allotted** 

#### A. <u>MINUTES</u>

- 1. Approve minutes of February 10, 2017 Tabled.
- B. <u>ACTION ITEMS/FIRST READING</u> None.
- C. <u>ACTION ITEMS/SECOND READING</u> None.

#### D. INFORMATION/DISCUSSION ITEMS

 UMOJA "Starting with your Why" – Adjunct Faculty Winter 5 minutes Retreat Report Out-Kyle Owens, January 5-6, 2017 at the Paradise Point. Resort, San Diego Kyle Owens reported that six adjunct instructors attended this two-day conference. UMOJA has been in the process of being implemented throughout the state of California over the past two years. Coordinators from the community colleges that have already implemented UMOJA were in attendance. The program has taken on a holistic approach to include spiritual, personal, academic and career goals around African and African American scholars. The focus is geared towards retention, persistence and increasing graduation rates (similar to the Puente program). Students and coordinators have developed "Porch Talk" seminars, which invites different community members to discuss overcoming challenges, increasing inclusion, encouraging student retention and developing alliances on campus. Our UMOJA program is geared towards being implemented by the fall of 2018.

#### 2. Conference Opportunies:

#### a. HACU – October 28-30, 2017 at the Hilton San Diego Bayfront

VP Gonzales reported that we will be sending faculty/staff members and students to this conference. All who attend will be required to drive back and forth each day, since it is located in San Diego. Students who apply for a scholarship will be required to have at least one semester of college completed in order to apply. May 31, 2017 is the early bird deadline. The Council will reach out to student groups, faculty and staff to invite them to attend. We will have a list of all who will be attending by April 2017.

#### 3. Palomar College Promise Update

VP Gonzales reported that the Palomar Promise Launch was held on February 22, 2017 in the Brubeck Theater. There were over 150 Gear-Up students in attendance as well as Governing Board members, campus community members, city officials, Palomar College Foundation supporters and

5 minutes

numerous community members. The College received a \$1 million dollar donation from Follett Corporation and \$500,000.00 from the Palomar College Foundation. Additionally, the College has created a website to support the Palomar Promise: https://www2.palomar.edu/pages/palomarpromise/. The Palomar Promise includes the following benefits for one year:

- Free tuition (\$46.00 per unit)
- \$1,000.00 towards books (\$500.00 per semester)
- Health fees paid (\$19.00 per semester)
- Parking fees paid (\$40.00 per semester)

#### 4. SE/SSSP/BSI Discussion

VP Gonzales reported that we have received notice from the Chancellor's Office that the Student Equity plan, the Student Success and Support Program plan and the Basic Skills plan will all be combined. Olga reported that it will be on a 2-year cycle with overlapping years. The chairs of SSEC and the BSI committee will be meeting in the coming weeks to discuss how to integrate these plans. The new plan deadline is December 2017.

#### 5. Funding Request Update

VP Gonzales gave an overview of the funds currently committed to SE and SSSP. Our current funding requests are exceeding our allocation. There was brief discussion on continuing to fund the current requests and not accepting more at this time.

#### 6. Workgroups Meet

The Workgroups were dismissed to meet for the last part of the meeting.

#### E. OTHER BUSINESS

- 1. VP Gonzales announced that the Asian Pacific Americans in Higher Education (APAHE) will be holding a conference on April 6 -7, 2017 at the Oakland Marriott City Center: http://apahenational.org. Student Equity funds will be used to send two to three faculty members to this conference.
- 2. Olga reported that the rescheduled trip to the Museum of Tolerance took place on February 17, 2017. This Student Equity event was a huge success.
- 3. Olga reported that the North Inland Live Well Center (County Facility/Social Services building) has a 10,000 square foot Veteran's Center. Palomar College now has a space there with our own cubicle, two classrooms, break room, etc. All of these resources are offered at no cost to us and they support outreach to our Veterans DI group as listed in our SE plan.
- 4. VP Gonzales reported that the College has created a new website to support any AB 540/Immigrant Resources: https://www2.palomar.edu/pages/ab540andimmigrantresources/. The purpose of this website is to provide AB 540 and immigrant resources/facts to students, faculty and staff. It will also serve as a central location for information around these topics.
- 5. VP Gonzales also reported that the College created another website to support Title IX and Campus SaVE Act: https://www2.palomar.edu/pages/titleixcampussaveact/. This website will also serve as a centralized location for information related to this topic.

Meeting was adjourned at 9:55 a.m.

#### 10 minutes

90 minutes



CHAIRS: Vice President of Student Services, Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Travis Ritt

**RECORDER:** Carol Moore

**MEMBERS:** Aguirre, Anfinson, Antonecchia, Bongolan, Diaz, Lawson, Martinez, Moreno, Mudgett, O'Brien, Ordille, Ramirez, Rodriguez, Sanchez, Sosa, Squires, Stockert, Tovar, Waite and Weintraub.

**ABSENT:** Barton, Finkenthal, Hopp, Kahn, Magnuson, Nelson, Patel, Shafer, Sivert, and Velazquez.

GUESTS: Jermane Cooper, Michael Large, Rachel Miller, Marti Snyder and David Vazquez

Attachments

**Order of Agenda Items** 

#### A. MINUTES

1. Approve minutes of November 18, 2016

MSC - (Anfinson/Stockert): The minutes for November 18, 2016 were approved and accepted into the record.

- B. <u>ACTION ITEMS/FIRST READING</u> None.
- C. ACTION ITEMS/SECOND READING None.

#### D. INFORMATION/DISCUSSION ITEMS

1. M2C3 Survey Administration Update – Olga Diaz

The M2C3 Survey was administered to students in class during the fall 2016 semester. Approximately120 courses were selected to participate. The information collected was delivered to researchers at San Diego State University and the results will be returned in about a month. Part of the contract for the survey included a qualitative section which will include eight student focus groups. Five of the focus groups will include male participants and three female. All student focus groups will take place on March 7 and 8, 2017. Ten faculty will be selected to participate. An open presentation will then be conducted on campus once all information is gathered.

#### 2. Student Equity Spring 2017 Activities

#### a. Student Equity Spring 2017 Book/Movie schedule

Olga Diaz provided a schedule of the Student Equity book and film topics. The series takes place on Monday evenings during the spring 2017 semester at 4:30 p.m. in the Student Equity & Advocacy Leadership (SEAL) Center/SU-19. Everyone is welcome to attend.

#### b. Museum of Tolerance Tour Update

Olga Diaz reported that the field trip was rescheduled to February 17, 2017. The sign-up list is filled and a wait list has been established. There are two open seats available for any faculty or staff member serving on the SSEC.

#### **3.** Conference Opportunities:

a. A2MEND - March 1-3, 2017 at the Westin LAX in Los Angeles

10 minutes

**Time Allotted** 

10 minutes

VP Gonzales asked that anyone interested in attending this conference to promptly let the Council know.

#### b. HACU - October 28-30, 2017 at the Hilton San Diego Bayfront

VP Gonzales and President Blake would like to send a team of individuals to the HACU conference. President Blake is assisting with the planning of the conference. Early Bird Registration is \$309 per person for students and \$603 for faculty and staff. The team will be asked to travel back and forth each day since the conference is in San Diego. It was suggested that we extend the invite to peer mentors, ambassadors and ASG. VP Gonzales also informed the committee that HACU offers a great opportunity for a summer internship (HNIP) to college students.

#### 4. Palomar College Promise Update

#### 10 minutes

VP Gonzales reported that the launch date is February 22, 2017 in the Brubeck Theatre from 10:00 a.m. – 1:00 p.m. The Palomar Promise is a significant and historical event for Palomar College. Any high school graduate from our service area who desires to come to Palomar College will receive free tuition for one year, free parking and up to \$1000 towards textbook support. The Palomar Promise is a one-year program but the College is working on developing a second year experience (SYE) for students.

Last spring the College entered into a partnership with the San Marcos Unified School District. Students from Mission Hills or San Marcos High Schools with at least a 2.5 GPA will receive two years of funding in addition to the potential of two more years of funding at CSUSM.

Other areas in the works around the Palomar Promise:

- Early College prep component with outreach services offered to students
- Financial aid assistance
- Significantly increase the dual/concurrent enrollment to offer students college credit while taking our classes in high school
- Parent education workshops
- Instructional areas are developing exciting summer academies (i.e.: Indiana Jones Academy)
- Increasing active coordination with our special programs GEAR UP, AVID, Upward Bound, etc.
- Every incoming freshman will be moved into the FYE program which will include Summer Bridge activities, specialized academic planning much like EOPS and TRIO, financial literacy, access to learning labs and instructional workshops
- Star Fish Program, a retention software package will be implemented soon
- on campus and community access referrals
- Intensify transfer, retention and career prep using "boot camps"
- Palomar will electronically send transcripts to CSUSM for free before their application deadline
- Enhanced services, such as college tours at CSUSM and the possibility of a full year of courses that students can enroll in when transferring to CSUSM
- Job placement services, working with employers to offer jobs to students who have completed their studies

#### 5. Workgroups Report Out

#### 30 minutes

<u>Retention</u> – Cindy Anfinson and Nancy Moreno reported that they are researching how students are being directed to our high touch programs (Athletics, DRC, FYE, TRIO).

<u>Pathways</u> – Glyn Bongolan reported that they are working on establishing shared knowledge and vocabulary that will assist them in moving forward with the introduction of Pathways to faculty and how Pathways fits with the bigger picture of redesigning the College.

<u>Access & Outreach</u> – Marty Snyder reported that they are looking at the disproportionate impact groups on campus and researching what barriers they have to accessing our services. They also discussed planning events that reach out and showcase Palomar College values to the military and Veterans.

#### 6. SSSP/SE Budget update – Olga Diaz 10 minutes Olga gave a quick update on funding. The current budget for 2016-17 SSSP is \$3,305,678. A lot of positions are being paid for out of SSSP budget, particularly in Counseling. Olga is in the process of hiring a business specialist who will help with making sure that reporting is being reviewed more frequently and on a more consistent basis.

The allocation of Student Equity funds is based on region issues (poverty rates, employment rates, etc.). The budget for this year is \$1,815,640. All of the funds have been allocated out to fund salaries, benefits and prior approved SE projects.

VP Gonzales reported that the state is moving more and more towards accountability. We must be cognizant that the services we are providing and documenting are tied to the groups that are being represented: Veterans, DRC students, Latino and African-American males.

#### 7. SE/SSSP/BSI Discussion

Olga reported that the state is conducting workshops and seminars to collect college feedback around best practices. There is a small task force that has been formed.

The committee reviewed the membership of the SSEC and BSI Committee. Gabe shared that the BSI committee had a concern about the role of the Committee vs. Council. The function of the BSI committee is very different from the function of the Council. It was recommended that the BSI committee remain as is and the Co-Chairs report to the Council. There is representation from the various areas that serve on the committees and those that serve on the Council. It was suggested that a standing agenda item be created so the committee chairs can report to the Council.

#### 8. Council Reading Update: *Redesigning America's Community Colleges – A Clearer Path to Student Success* Chapters 5 – 6 – Michelle Barton

Olga Diaz reported that Kelly Falcone created a blog on the Professional Development website http://www2.palomar.edu/pages/pd/category/reimagine-palomar/ to give book readers an opportunity for online group discussion. An in person discussion group is being held on second and fourth Fridays from 8:00 – 9:00 a.m. in AA-140.

#### E. OTHER BUSINESS

- VP Gonzales reported he has met with faculty to discuss AB 540. The focus of the meetings are on the type of support faculty can provide to students, such as safe zones on campus.
- Olga Diaz reported that Bryan Stevenson will be presenting to our students, faculty and staff on March 7, 2018. He is the author of a best-selling book titled, *Just Mercy*. The book discusses the correlation between a lack of education and serving a prison sentence. The Concert Hall at the California Center for the Arts in Escondido has been reserved for the event.

Meeting was adjourned at 11:00 a.m.

5 minutes

30 minutes

# Student Success & Equity Council

April 14, 2017

### Agenda

### A. <u>MINUTES</u>

Ε.

- Approve minutes of February 10, 2017 / February 24, 2017 / March 24, 2017
- B. <u>ACTION ITEMS/FIRST READING</u> None.
- C. ACTION ITEMS/SECOND READING None.

### D. INFORMATION/DISCUSSION ITEMS

1. 2.	Veterans Value Statement – Ryan Williams Creating a "Center for Social Justice Studies & Equity"-R. Williams	15 minutes 15 minutes
3.	Peer Mentoring and Retention Activities – Nancy Moreno	<b>1</b> 5 minutes
4.	Integration of SSSP/SE/BSI	15 minutes
5.	Council Reading Update: Redesigning America's Community Colleges –	
	A Clearer Path to Student Success Chapters 5 – 6 – Michelle Barton	25
mir	nutes	
01	THER BUSINESS	5 minutes

### Veteran's Value Statement

• Ryan Williams

## Social Justice & Equity Studies

• Ryan Williams

### Peer Mentoring & Retention Activities

Nancy Moreno

### Integration of SSSP/SE/BSI

Integrated plan due December 1, 2017

### **Estimated Timeframe**

Rough draft of text May 2017 (useful data identified) Revise draft summer 2017 (SSEC sub-committee, w/data) SSEC discussion of draft fall 2017 (1<sup>st</sup> meeting) Shared governance process (September – October 2017) Governing Board approval (November 2017)

## Integration Template

- 2017-19 Integrated plan covers 2 years
- Annual allocations each July with 2 years to spend
  - Four allocation amounts / not a lump sum
- Student outcome data through MIS reporting
  - No data submitted with plan but encouraged to use data for plan development and internal decision making and to have on file for audits.
- Simple format with eleven questions / word limits

## **Examples Planning Data**

- Trends in core service delivery (SSSP/NCSSSP)
- Number of students on progress probation, follow-up interventions, successfully moved out of probation status
- Number of credit certificates awarded
- Noncredit course success data
- Number of students who transition from non-credit to credit

## Redesigning America's Community Colleges

Chapters 5 & 6

- 1. What were three takeaways or three things that you learned in these two chapters?
- 2. How does what you learned align with Palomar (our students, our current practices, efforts we have underway to support students)