



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
MINUTES
April 10, 2015**

CHAIR: Adrian Gonzales
Berta Cuaron
Greg Larson

MEMBERS: Anfinson, Antonecchia, Barton, Bongolan, DeMaris, French, Goldsmith, Gonzalez, Large, Lawson, Magnuson, Martinez, Moss, Nunez, Romain, Sivert, Snyder, Sourbeer, Weller, Zolliker

RECORDER: Carol Moore

ABSENT: DeHoyos, Dentoni, Nelson, Ramirez, Sosa, Stockert, Villalobos

GUESTS: Grace Robertson

A. MINUTES

1. Approval of Minutes for March 27, 2015

MSC – (Moss/Bongolan): The minutes for March 27, 2015 were approved and accepted into the record.

B. ACTION ITEMS/SECOND READING

1. Finalize Workgroups from the March 27, 2015 SSEC meeting:

- i. Outreach – There was a suggestion that the title be changed to Access & Outreach. Everyone agreed.
- ii. Retention
- iii. Student Pathway
- iv. Growth

Motion: MSC (Magnuson/Sivert): A motion was made to have 3 workgroups with additional “crossover” workgroups to include: Workgroups - Access & Outreach, Retention, Student Pathways “Crossover” workgroups – Technology, Resources, Research & Evaluation, and Growth

Discussion was held. Nunez made an amendment to the motion to remove Growth from the “crossover” workgroup.

Result: Amended Motion approved.

C. ACTION ITEMS/FIRST READING

1. Identify Workgroup Membership - membership created and reviewed

Access & Outreach	Retention	Student Pathways	Technology	Resources	Research & Evaluation
Marti Snyder	Martha Martinez	Rosie Antonecchia	Glyn Bongolan	Shayla Sivert	Michelle Barton
Ellen Weller	Marti Snyder	Glyn Bongolan	Grace Robertson		Michael Large
Grace Robertson	Sue Zolliker	Jamie Moss	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			
Sherri Goldsmith	Jorge Villalobos	P.J. DeMaris			
		Dan Sourbeer			

There was agreement to remove the Resources group at this time since there was minimal interest to serve on it.

Chairs will need to be identified for each workgroup.

V.P. Gonzales suggested that meetings continue throughout the summer. NOHEs can be created for faculty.

2. Identify Workgroup Tasks- review of handout previously distributed to members and review of workgroup tasks.

Homework: Look at summer 15/fall 15/spring 16 commonalities in the Timeline of Activities- what things can be grouped together and what things can be moved along? What activities can we accomplish? What is our data telling us?

There was discussion regarding the change in the SSSP funding formula, MIS data elements and review of data.

D. INFORMATION ITEMS

**1. Family/Parent Orientation discussion
Cynthia Anfinson and Anel Gonzales**

Anel and Cindy have been working on a parent orientation. ESL, FYE , Assessment/Counseling, and DSPS are some of the programs that currently provide parent orientations, (Cindy) question: is there interest in combining an ESL and English parent orientation to create a comprehensive parent orientation? The members agree that it is a good idea to combine an ESL and English parent orientation.

**2. Technology Workgroup update
Dr. Magnuson, Larry Lawson and Cynthia Anfinson**

A workgroup was formed and has been meeting for a couple of weeks. The initial charge was retention. However it was determined that technology was more of the focus. A spreadsheet was developed so a needs analysis could be created for all of the different programs. The group is looking at a couple of different software programs specifically at retention and outreach activities. There was a suggestion that the workgroup do more research and bring forth 2 vendors to do a presentation at SSEC. The committee agreed that they would like the presentations done at a committee meeting. V.P. Gonzales recommended that the workgroup continue having the discussion and the topic will be placed on the agenda for the next SSEC meeting.

E. OTHER BUSINESS

- Larry Lawson shared information on a pre-pilot website, [Comet Information Exchange](#), which is in its developing stages. The idea is to use this website as a tool to share general information from the various committees on campus. Discussion was held. V.P. Gonzales will bring the Communication Tools item on a future SSEC agenda.

Meeting was adjourned at 10:58 a.m.

Next Meeting: April 24, 2015