



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
MINUTES
April 24, 2015**

CHAIR: Adrian Gonzales
Berta Cuaron
Greg Larson

MEMBERS: Anfinson, Antonecchia, Bongolan, DeMaris, French, Large, Magnuson, Martinez, Moss, Nelson, Nunez, Ramirez, Romain, Sivert, Snyder, Sosa, Stockert, Weller and Zolliker.

ABSENT: Barton, Cuaron, DeHoyes, Dentoni, Goldsmith, Gonzalez, Lawson, Sourbeer and Villalobos.

RECORDER: Michelle LaVigueur

GUESTS: Rodriguez, Monica.

A. MINUTES

1. Approval of Minutes for April 10, 2015

MSC – (Moss/French): The minutes for April 10, 2015 were approved and accepted into the record.

B. ACTION ITEMS/FIRST READING

1. Identify Workgroup Tasks

Key areas of concern – to be addressed by summer 2016:

- Data Collection
- Outreach – internal and external
- Summer Bridge/FYE – expand programs
- Orientation – look at more closely in relation to the workgroups
- Education Planning/Degree Audit
- Early Alert
- Identify Barriers to Success – in relation to how our schedule has been set up and the way our classes are being offered
- Course Rotations/Scheduling
- Career Pathways – help our students identify this early on and assist them as they transition out/create partnerships with 4-year institutions

The Council selected Outreach, Summer Bridge/FTE, Orientation, Education Planning/Degree Audit and Career Pathways as the first five Workgroups to begin answering the questions:

- What is it?
- Who needs to be a part of it?
- What can we get done in the next year?

There was discussion on various ways to support the following affected groups on campus:

- Veterans
- Foster Youth
- DRC
- Hispanic
- African-American
- Ages 20-24

Discussion Topics for Outreach group:

- Caps on evening classes

- Caps at the Escondido Center
- Develop a Task Force on Outreach, Marketing (Is the marketing plan as effective as it could be?), Public Relations, going out to High Schools, our identity, reaching parents, Financial Aid, in-classroom assistance and student success
- Align all services
- What is Palomar College known for?
- What is the work that needs to be done and who will do it?
- How are we welcoming our students?

There was discussion on ways we could improve our student retention.

VP Gonzales drafted a list of key milestones in a student's educational pathway:

Pre-application:

- Outreach
 - Application
 - Academic Program
 - Career Pathways
 - Financial Aid
 - Parents

Admissions

- Application (College/Financial Aid)
- Assess (Academic/Career)
- Orientation
- Career/Major
- Student Education Plan (1-2 semesters)
- Parents
- Welcome Event
 - College
 - Program
 - Department

15 Units

- Student Education Plan (Comprehensive)
- Academic Advising
- Campus Engagement
 - Specific Programs
 - Clubs
 - ASG
 - Department Activities
 - Athletics
 - Campus Job

30 Units

- Student Education Plan/Degree Audit
- Academic Advising
- Transfer Plan
- Internship/Job

45 Units

- Student Education Plan/Degree Audit
- Academic Advising
- Graduation/Transfer
- College Tours

VP Gonzales reminded the Council of the Workflow: SSEC → Workgroups → Constituent Groups → Workgroup → SSEC → SPC.

C. INFORMATION ITEMS

1. **Parent Email Subscriber List for Palomar College** - This will be discussed at the next SSEC meeting.
Cynthia Anfinson
2. **Tentative SSEC Summer Schedule** – The 2015 summer schedule was handed out. Members were asked to review it and advise the Council of their availability.
3. **SSSP and Education Planning Conference at Norco College on Thursday, April 24, 2015** – Dean Stockert reported that he and Rebecca Barr attended a SSSP and Education Planning Conference at Norco College on Thursday, April 24, 2015 on Best Practices for SEP development and updated data regarding SSSP. The new Student Services Vice Chancellor for the state of California opened the conference and indicated the state legislature is focused on a workforce and economic agenda to prepare people for careers. She also emphasized the importance of Instruction and Student Services working together and getting educated on Student Equity. Saddleback College gave a presentation on education planning and discussed their campaign titled "Mission Possible". They developed a system called My Academic Plan (MAP) which includes a self-service guide for students to develop academic plans they can then share with a counselor. MAP also includes a student portal, Tweeting and Texting capabilities, counseling computer labs and "Nudges" to interact with students. Norco College gave a presentation on a Summer Bridge program which is similar to our FYE program. Los Rios College gave a presentation on Student Success.
4. **Enrollment Management** – Dr. Magnuson reported we are down approximately 3.5% in FTES for spring 2015 enrollment compared to last year. Based upon the current numbers, it will not be mathematically possible for the college to reach the large college cap for this next fiscal year and we will be considered a medium college going into next fiscal year.
VP Gonzales mentioned that we need to explore why we are seeing a drop in students and what barriers they may be facing. We will be working with the Institutional Research and Planning office to address these concerns.

Meeting was adjourned at 11:02 a.m.

Next Meeting: May 8, 2015