



**STUDENT SUCCESS AND EQUITY
COUNCIL MEETING
MINUTES
September 25, 2015**

CHAIRS: Interim Superintendent/President,
Adrian Gonzales

Interim VP for Instruction, Dan Sourbeer

Faculty Senate President, Greg Larson

MEMBERS: Anfinson, Antonecchia, Barton, Baugh, Bongolan,
DeMaris, Diaz, French, Gonzalez, Kahn, Large, Magnuson,
Martinez, Nelson. J, Nelson. W, Nunez, Ramirez, Rodriguez, Sivert,
Snyder, Sosa, Squires, Stockert, Villalobos and Weller.

ABSENT: Lawson, Romain and Waite.

RECORDER: Michelle LaVigueur

GUESTS:

Order of Agenda Items	Attachments	Time Allotted
A. <u>MINUTES</u>		
1. Approval of Minutes for September 11, 2015 MSC – (Diaz/Sourbeer): The minutes for September 11, 2015 were approved and accepted into the record.		
B. <u>ACTION ITEMS/SECOND READING</u> – None.		
C. <u>ACTION ITEMS/FIRST READING</u> – None.		
D. <u>INFORMATION/DISCUSSION ITEMS</u>		
1. <u>Assign New SSEC Members to Workgroups</u> The Council added the following members to Workgroups:	Exhibit A	10 minutes
<ul style="list-style-type: none"> • Matthew Baugh to Access & Outreach • Dean Jack Kahn to Research & Evaluation • Greg Larson to Student Pathways • Jennifer Nelson to Student Pathways • Annette Squires to Retention 		
2. <u>SSSP and SEP End of Year Reports</u> Olga Diaz reported we are in the process of spending down our rollover funds for the Student Success and Support Program (SSSP) and the Student Equity Plan (SEP). The SSSP report is due on October 30, 2015. This year's version will differ slightly from last year. There will be an opportunity to view a draft of the plan prior to submission at the SSPC on October 14, 2015 and Faculty Senate on October 19, 2015. This plan does not require Governing Board approval. The SEP plan is due on December 18, 2015 and will be a refined version of last year's plan. Our goal is to present the SEP at the December 8, 2015 Governing Board meeting for final approval after it has gone through review at SSPC, SSEC, Faculty Senate and a Governing Board Workshop in October and November 2015. The SSEC Funding Request form is now available on the SSEC website at: http://www2.palomar.edu/pages/ssec/files/2015/09/SSEC-Funding-Request-Form.pdf Interim Superintendent/President Gonzales discussed the need to spend down last year's allocation by December 30, 2015. Suggested expenditures included:	10 minutes	
<ul style="list-style-type: none"> • Purchasing banners with SE funds targeting the disproportionate impact groups to emphasize Student Success and Equity • Promoting the Escondido and Camp Pendleton campuses • Purchasing laptops and a laptop cart for disproportional impact groups 		

- Reviewing the Strategic Plan and utilizing the SPPF funds towards one initiative such as hiring a third party to review our website, messaging, marketing strategies and communication
- Hiring more tutors to assist our students
- Utilizing student ID cards to track students (CCC apply)
- Looking into purchasing Starfish

3. Instructional Faculty Advising Update – Olga Diaz 10 minutes
Olga Diaz discussed the purpose of the meetings and reviewed the Instructional Faculty Advising schedule. She will be receiving feedback from faculty, staff and students to create a clear model for faculty advising and counseling. Future meetings will be scheduled in the mornings and afternoons, with video and minutes available after each meeting.
4. Workgroup Meeting - Report out: 90 minutes
- Access and Outreach – Dr. Kendyl Magnuson reported they are focused on Veterans at the Camp Pendleton campus. They discussed increasing the number of Veterans, addressing Accreditation concerns and linking to goals in the Student Equity Plan. Their plan includes:
 - Arranging an administrative field trip to Camp Pendleton to reconfirm our commitment to them
 - Have a family readiness officer to assist current marines
 - Provide an orientation
 - Encompass all of the above into an outreach event
 - Create a Veterans Academy to begin in the summer and link to Summer Bridge
 - Student Pathways – Michelle Barton reported they are working on defining a general pathway from entering college to general areas of study. She discussed linking careers and creating a cohort model.
 - Retention – Dean Brian Stockert reported they discussed early identification of career pathways, tracking students, cohorts, faculty advising, in-reach, training for faculty and staff, working with disproportionately impacted students and IRP.

E. OTHER BUSINESS

1. Glyn Bongolan suggested the Workgroups go on retreats for more focused work time. Interim President/Superintendent Gonzales suggested the Workgroups could meet in the evenings or the Council meet on Saturdays to complete tasks, if desired.
2. Interim President/Superintendent Gonzales reported we will be hiring a Counselor with funding split 50/50 between SSSP and SE.

Meeting was adjourned at 11:04 a.m.

Next Meeting: October 9, 2015