



STUDENT SUCCESS COMMITTEE MINUTES

FEBRUARY 21, 2019 | 2:00 PM | 1681B

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Members

Voting Members:

William Garcia, VP Student Services
Tamica Ward, Dean of Admissions & Records
Elizabeth David, Dean of Student Services
Don Carlson, Dean Academic Services (SLPC)
Amir Law, Dean, Academic Services (BHAWK)
Kisha Turner, A&H Faculty
TBD, SLPC Faculty
Kristy Woods, STEM Faculty
Mary Lauffer, BHAWK Faculty
Jill Oliveira, Student Services Faculty
Angela Amaya, Librarian
TBD, Classified Professional
TBD, Classified Professional
Jesus Bravo-Morales, Classified – Student Services
Donna Reed, Classified – Student Services
Miguel Alvarez, Classified – Student Services
Gursimran Singh, LPCSG
Yesenia Medina, LPCSG

Non-Voting Members

Nessa Julian, Chair
Diane Brady, VP Administrative Services
David Johnson, *Interim* VP Academic Services
Rajinder Samra, Institutional Research & Planning
Melissa Korber, Academic Senate
Ashley McHale, BSI Committee
Michelle Gonzales, BSI Committee

All members of the campus community are welcome to attend

Agenda Item

1. Call to Order / Welcome
Meeting called to order at 2:05 PM by N. Julian
2. Review Mission Statement & Planning Priorities
Committee reviewed the mission and planning priorities
3. Review and Approval of Agenda & Minutes
Committee reviewed and approved the agenda by consensus
4. Student Equity and Achievement (SEA) Program
 - a. [2019-2022 Equity Plan Instructions](#)
 - Nessa highlighted Homeless/LGBT students as the disproportioned group to focus on.
 - Student success metrics – link on web
 - b. [2019-2022 Equity Plan Template](#)
 - NOVA-online platform used.
 - Two tables (committee reviewed drafts plans on template):
 - Overall student population
 - Student success dashboard
 - Overview of goals and activities, narrative outlining process and draft for funding reviewed online.
 - c. [Student Equity Plan Draft Timeline](#)
 - Nessa reviewed the process and timeline of process required to gather signatures to meet board deadlines. All documents required combining the Vision for Success and Equity by 4/22/19 for May 2019 board.
 - Complete packet due to the District Office by 5/2/2019.
 - Governance Counsels-drafting of the plan.
 - 1st meetings by end of March 2019
 - 2nd readings by late April 2019
 - Nessa pointed out that the timeline provided is not in chronological order and that the Chancellors office still has data that should be delivered for review in 2 weeks or so.
 - The intent is to draft a plan not tied with a budget.
 - d. [Student Success Metrics \(SSM\) Dashboard](#)
 - David said the data from Chancellors office arrive in 2-3 weeks.

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- Local data summary is online from the last years (2017) and with slight changes such as:
 - “Access” redefined by who applied and who enrolled.
 - “Course Completion” = retention
 - “ESL Basic” – how many completed transfer Math or Eng, or both in the 1st year.
 - “Homeless” – data not yet available for students who identify in this group.
 - ***If someone belongs in multiple groupings, data counts for each category.
- e. [Student Success Metrics \(SSM\) Data Dictionary](#)
 - David reviewed the new Dash Board which is has simplified metrics. However, David said there is nothing simple about it.
 - “Successful enrollment” = used for access.
 - “Learning Progress” = skill gains (completion of Math/Eng)
 - “Persistence” = retained students
 - “Transition to post-secondary/_____ award (this is not for equity but it is for Vision for Success).
 - “Transferred to 4 year Institute” we can count students no matter which school they graduated from so long as they took at least one class here at LPC.
 - Nessa mentioned the Vision of Success / Guided Pathways: Average number of units accumulated by AA degree.
- f. [Alignment of Initiatives \(2019\)](#)
 - Nessa reviewed handout covering:
 - “Why”-will never change, for students
 - “What” – the goal is
 - ‘How”- following the pillars
 - “Tools”-used to meet goals
 - Work groups/members (Nessa will email everyone to see is who is interested).
- g. [CCC Aligned Resources and Programs](#)
 - Alignment = combined budgets
 - Funding regulations/guidelines – reviewed
 - No funding regulations for SEA just yet.
 - Might align with funding metrics
- 5. Student Equity Disproportionate Impact – Preliminary data review
Not enough data/information yet, perhaps in 2-3 weeks.
- 6. Budget Update & defining “Reasonable & Justifiable” expenses

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- Same guideline language taken from Equity 3 years ago.
 - Clarification required for ineligibility.
 - SSS + Equity used as a shell to draft.
 - Feedback on guidelines needed by end of March 2019.
 - Email Nessa feedback before the next meeting.
7. Professional Development - [Equity Institute at Skyline College's inaugural academy, *The Anatomy of a Transformative Course: Critical Competencies for Student Success*](#)
- Discussed/voted on sending up to 10 representatives from the college for a fee of \$10,000. Cost is the same for one, up to ten, representatives.
 - Expectation of representatives will be to bring back information for FLEX day.
 - Focus is on Faculty as representatives, would like to be presented to/for program review.
 - William suggested reaching out to the keynote presenters to come to LPC.
 - Nessa said she would contact the keynote presenters and forward the agenda of the event to committee for review.
 - Elizabeth mentioned the benefits of collaborating with others at conferences to gain diverse perspectives.

8. [Committee Charge Discussion](#)

- a. Basic Skills Committee update
- Nessa presented a draft (handout) of the proposal.
 - Membership was reviewed and updated to include that one Co-chair be a Faculty member offering Basic Skills (STEM) and, can represent/fulfill a faculty member.

Voting Members:

Co-Chair = 2 members

Administrator – 3 Deans and VP of SS

Classified Professional – at least 2 from Academic Services and 2 from Student Services. Five members total.

Faculty: 5 total (one can be a co-chair member, and 1 from Counseling).

Student – 2 members

Librarian: added

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Non-Voting Members

Administrator - 1

- Draft due by end of March 2019
- Sub-Committee discussed.
 - Kristie proposed to have one small group focused on Basic Skills.
 - Committee motioned to vote on requiring two members from (main committee) to be in the sub-committee.
- Agreed: Liz, Jesus, Mike consensus (yes).

9. Adjournment at 3:31pm