



STUDENT AND INSTITUTIONAL SUCCESS COUNCIL MEETING

Charge: The Student and Institutional Success Council (SISC) serves in an advisory capacity to the Chancellor and as a platform for collaboration, coordination, support, and communication about districtwide efforts to promote equity-minded student success by reviewing, facilitating, and recommending educational and student support initiatives, services, and programs. SISC provides districtwide coordination and leadership through the following objectives:

- Advance a shared vision to the District's student success, equity, and diversity efforts aimed at creating an effective student-focused culture.
- Coordinate pedagogical or technological innovation that enhances academic success.
- Identify and evaluate high impact, scalable practices that support student success and align with the Guided Pathways framework.
- Promote districtwide alignment of curriculum and instructional programming.
- Provide guidance on assigned Board Policies and Administrative Procedures.

NOTES

Monday, April 26, 2021, 3:00–5:00 p.m.

Zoom- <https://cccconfer.zoom.us/j/94759263750>

VC Student & Institutional Success	Vacant	<input type="checkbox"/>	Dean, Counseling Services-GC	Martha Clavelle	<input checked="" type="checkbox"/>
Int. AVC Technology	Kerry Kilber Rebman	<input checked="" type="checkbox"/>	Dean, Counseling-CC	Nicole Jones	<input checked="" type="checkbox"/>
President, Academic Senate-GC	Denise Schulmeyer	<input checked="" type="checkbox"/>	Assoc. Dean, Student Services & SSSP-GC	Courtney Williams	<input checked="" type="checkbox"/>
President, Academic Senate-CC	Manuel Mancillas-Gomez	<input checked="" type="checkbox"/>	Instructional Dean-GC	Eric Klein	<input checked="" type="checkbox"/>
Vice President, Academic Affairs-GC, Co-Chair	Marshall Fulbright	<input checked="" type="checkbox"/>	Instructional Dean-CC	Lauren Halsted	<input checked="" type="checkbox"/>
Int. Vice President, Instruction-CC	Alicia Munoz	<input checked="" type="checkbox"/>	Int. Dean, Admissions & Records, Fin. Aid-GC	Barbara Gallegos	<input checked="" type="checkbox"/>
Int. Vice President, Student Services-GC	Aaron Starck	<input checked="" type="checkbox"/>	Director, Admissions & Records-CC	Greg Vega	<input checked="" type="checkbox"/>
Vice President, Student Services-CC, Co-Chair	Jessica Robinson	<input checked="" type="checkbox"/>	Curriculum Committee Faculty Co-Chair-GC	MariaDenise Aceves	<input checked="" type="checkbox"/>
Int. Sr. Dean, College Planning & Instit. Eff.-GC	Joan Ahrens	<input type="checkbox"/>	Curriculum Committee Faculty Co-Chair-CC	Cindy Morrin	<input checked="" type="checkbox"/>
Sr. Dean, Instit. Eff., Success & Equity-CC	Brianna Hayes	<input checked="" type="checkbox"/>	Dean, Career & Tech. Ed/Workforce Dev.-GC	Javier Ayala	<input checked="" type="checkbox"/>
Dean, Student Success & Equity-GC	Lida Rafia	<input type="checkbox"/>	Dean, Career & Technical Education-CC	Larry McLemore	<input checked="" type="checkbox"/>
Dean, Student Success & Equity-CC	Jesus Miranda	<input checked="" type="checkbox"/>	Director, Community & Workforce Partnerships	Cynthia Nagura	<input checked="" type="checkbox"/>
President, Associated Student Government-GC	Kaelin Mastronardi	<input type="checkbox"/>	Director, Enterprise Systems	Vacant	<input type="checkbox"/>
President, Associated Student Government-CC	Kristie Macogay	<input type="checkbox"/>	Academic Senate President Elect - GC	Pearl Lopez	<input checked="" type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input checked="" type="checkbox"/>	Classified Senate President Elect – GC	Michele Martens	<input checked="" type="checkbox"/>
Faculty Representative-CC	Moriah Gonzalez-Meeks	<input checked="" type="checkbox"/>	Recorder	Myra Lomahan	<input checked="" type="checkbox"/>
Classified Senate representative-GC	Cindy Emerson	<input type="checkbox"/>	Resource Personnel: Chancellor	Lynn Neault	<input checked="" type="checkbox"/>
Classified Senate representative-CC	Ari Ahmadian	<input checked="" type="checkbox"/>	Resource Personnel: Interim President-GC	Marsha Gable	<input type="checkbox"/>
Admin Association representative	Wayne Branker	<input type="checkbox"/>	Resource Personnel: President-CC	Julianna Barnes	<input type="checkbox"/>

Discussion Items	Action and Follow-Up
A. Welcome	Drs. Robinson and Fulbright welcomed members of the council and made introductions to new members: <ul style="list-style-type: none"> • Kerry Kilber Rebman, Interim AVC Technology • Lauren Halsted, Interim Dean Arts, Humanities, and Social Sciences • Pearl Lopez, Academic Senate President Elect for Grossmont starting in June
B. Additions/Deletions to the Agenda	None mentioned
C. Board Policies and Administrative Procedures Review	
1ST READ	
<ul style="list-style-type: none"> • BP/AP 2005 Student Success, Equity, and Access – 6-year review <ul style="list-style-type: none"> - This BP/AP does not exist with CCLC Policy and Procedure Services. 	

- Action: VPSS's (Jessica/Aaron), VPI/VPAA (Alicia/Marshall), Deans Student Success Equity (Jesus/Lida), Sr. Deans Institutional Effectiveness (Bri/Joan), and Academic Senate (Denise/Pearl/Manuel) to review BP/AP.
- Jesus Miranda's team haven't reviewed this BP/AP and Lida is reviewing this at her next Student Success Council.
- Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP/AP 3050 Institutional Code of Ethics – 6-year review](#)
 - There were no CCLC updates noted, we would put in our local practice.
 - Action: VPSS's (Jessica/Aaron), VPI/VPAA (Alicia/Marshall), and Sr. Deans Institutional Effectiveness (Bri/Joan) to review BP/AP.
 - Todd McDonald, AVC Business Services, recommended to add Statement of Economic Interest Form 700 on the AP (2nd page). No other edits from the VPs and Sr. Deans. Bri Hayes would like to review this further to determine the focus of this BP/AP. We have outdated code of ethics. We need to determine if this addresses the whole district, focuses on the board, or staff/faculty facing students. They looked at other districts and colleges, and some are district wide or catered to specific groups.
 - Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP/AP 3200 Compliance with Accreditation Standards– 6-year review](#)
 - References were updated on the BP/AP.
 - Action: VPSS's (Jessica/Aaron), VPI/VPAA (Alicia/Marshall), Sr. Deans Institutional Effectiveness (also the Accreditation Liaison Officers (ALOs)) (Bri/Joan) to review BP/AP. ALOs will review with faculty ALOs.
 - Joan Ahren and Bri Hayes are coordinating review at both their colleges for IE governance groups.
 - Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP/AP 3225 Institutional Effectiveness – 6-year review](#)
 - References were updated on the BP/AP.
 - Action: VPSS's (Jessica/Aaron), VPI/VPAA (Alicia/Marshall), and Sr. Deans Institutional Effectiveness (Bri/Joan) to review BP/AP.
 - Joan Ahren and Bri Hayes are coordinating review at both their colleges for IE governance groups. Bri also said they are reviewing this along with BP/AP 3250 Institutional Planning.
 - Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP/AP 4021 Program Discontinuance – 6-year review](#)
 - References were updated on the BP/AP.
 - Action: Curriculum committee faculty co-chairs (Cindy/Dee), VPI/VPAA (Alicia/Marshall), along with program review chairs (Bri Hayes, Tacey Hosley, Nancy Jennings, Joyce Fries, and Marshall Fulbright) to review BP/AP.
 - Cuyamaca program review chairs would like this BP/AP reviewed at their Program Review Steering Committee and will share with Grossmont.
 - Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP 4030 Academic Freedom – 6-year review](#)
 - References were updated on the BP.
 - CCLC has an AP available and it was recommended to create an AP with this BP.
 - Action: VPSS's (Jessica/Aaron), VPI/VPAA (Alicia/Marshall), Sr. Deans Institutional Effectiveness (Bri/Joan), and Academic Senate (Denise/Pearl/Manuel) to review BP and draft a new AP.
 - Jessica Robinson will review this at the ED Services meeting.
 - Update: The team requires more time to review with their constituent groups and propose for the May agenda.
- [BP/AP 5030 Fees – technical review](#)
 - Barbara Gallegos requested this to be reviewed on behalf of Dr. Marsha Gable and Chancellor.
 - We have been issuing retro COVID EWs and we don't have a policy to give us guidance on reimbursements and the deadline to issue EWs. If we continue to issue EWs and reimbursement this may cause a fiscal issue.
 - We need to put limitations and update the BP/AP.
 - Action: VPSS's (Jessica/Aaron), Dean/Director/Supervisor A&R (Barbara/Greg/Wayne), and VPAA's (Bill McGreevy/Nicole Salgado) to review BP/AP.
 - Greg Vega, Barbara Gallegos, and Wayne Branker need to review further with the team and propose for the May agenda.
 - Update: This is proposed to be discussed at the May agenda.

2nd READ

- [BP 4040 Learning Resources Services – 6-year review](#)
 - References were updated on the BP.
 - CCLC has an AP available and it was recommended to create an AP with this BP.
 - Deans LTR (Eric/Kerry), VPI/VPAA (Alicia/Marshall), and Academic Senate (Denise/Pearl/Manuel) to review BP and draft a new AP.
 - Kerry Kilber Rebman and Eric Klein will take this BP to their Learning Assistance Committee for review. Eric said Cuyamaca doesn't have staff and recommends to not draft an AP at this time. He will collaborate with his team and make recommendations.
 - Update: Eric recommends to add an "and" between library and learning support services. He also confirmed they will not be drafting an AP. Action: This BP will move forward to Chancellor's Cabinet/DEC.

	<ul style="list-style-type: none"> • AP 5203 Lactation Accommodation (NEW) <ul style="list-style-type: none"> - Human Resources Advisory Council (HRAC) initially received this AP for review and they believed it should be reviewed by SISC. - No BP recommendations from CCLC. Do we want to move forward with also creating a BP? - Recommend VPSS (Jessica/Aaron) and Deans of Student Affairs (Lauren/Sara) to review with the Health Center. - Update: Lauren and Sara reviewed the AP with their health center staff and have no other edits to CCLC's recommendation. A BP is not recommended by the VPSSs. Action: This BP will move forward to Chancellor's Cabinet/DEC. <p>UPCOMING 6-YEAR REVIEWS</p> <p>These will be added on the agenda for planning and transparency purposes and move to 1st read when it's ready to be reviewed</p> <ul style="list-style-type: none"> • BP 4045 Affordable Educational Resources • BP/AP 4110 Honorary Degrees • BP/AP 5510 Off-Campus Student Organizations
D. Self-Service Filters	<p>Jessica Robinson, Aaron Starck, and Kerry Kilber Rebman said a gap analysis was done and needs to be reviewed. Then they will discuss strategies with stakeholders.</p> <ul style="list-style-type: none"> • Self-Service filters is only one aspect. Our vision is to look at self-service as a whole project management. • Action: Add this to the May agenda for further updates.
E. COVID EW Proposal <ul style="list-style-type: none"> • Vision for Success Goals • Visions for Success CORE Commitments • Excused Withdrawals FAQ 	<p>Aaron Starck shared a COVID EW Proposal Summary to clarify the proposal at the last SISC meeting:</p> <ul style="list-style-type: none"> • Executive Order FS 20-02 established that Community College Districts could refund student tuition for COVID related EWs without negative impact to District apportionments which expired end of FA20. • Students can complete a general petition for an EW however must provide supporting document(s) which is our current process • Students who petition for an EW this SP2021, cannot receive a refund • During SP20, SU20, and FA20, students did not have to provide document(s) and did receive a refund • We would like Chancellor's Cabinet to answer the following questions: <ol style="list-style-type: none"> 1. Will the district approve refunding COVID related EWs for spring 2021? 2. What should be the deadline for retroactive COVID EW refunds for SP20, SU20, and FA20? • A background with supportive related information was reviewed • We are proposing for the district to continue allowing students to petition for COVID EWs with refunds through June 30, 2022 or June 2023 (if this further date doesn't impose the fiscal budget) <ul style="list-style-type: none"> ○ Majority of the members decided the date should be end of the fiscal year rather than end of semester • We are still in a pandemic and this will support students who have a financial burden • We are not seeing many petitions and most do not receive a refund if they are receiving CCPG (formerly BOG) or Promise waiver • Standard accounting practices is that accounting deducts outstanding fees prior to releasing refunds
F. East County Education Alliance Joint Board Meeting Update <ul style="list-style-type: none"> • 2021 Alliance Joint Board Presentation 	<p>Cynthia Nagura reported they had a successful joint board meeting with our partners GUHSD and MEUSD held on April 20th. Last year's meeting was canceled due to the pandemic and the presentation consisted of two years of alliance work. The leadership teams provided updates and data on articulation & agreement, career readiness, and college awareness & readiness. The board also heard enrollment data and a testimonial from a Cuyamaca promise student.</p>
G. Promise Updates	<p>Cynthia Nagura highlighted the following from her presentation:</p> <ul style="list-style-type: none"> • 2020-21 Promise enrollment and persistence between fall 2020 and spring 2021 were showed with the different types of cohorts with a total of 5,417 students • Total disbursement of \$425,500 awarded to first-time CCPG students where each student received \$250 • 2018-21 promise enrollment and persistence table shows the percentage of students persisting to the following semester <ul style="list-style-type: none"> ○ The new fall students had a 50% persistence rates where new spring students continuing to fall had a higher persistence rate at 75% in 2019 and 77% in 2020 • Promise program growth shows an influx of students from 1,339 to 5,417

H. Curriculum	<p>Cindy Morrin and Dee Aceves provided the following collaborative updates:</p> <ul style="list-style-type: none"> Curriculum board packets are ready for the May Governing Board meeting including the ethnic degree proposal and cultural diversity graduate requirement Distance Ed addendum form is complete and was moved forward to Academic Senate at both colleges Curriculum Management System (CMS) – a taskforce was established to discuss timelines/workflow and developing an RFP <ul style="list-style-type: none"> It was recommended we look at our current software, such as Colleague, which might have a CMS which will allow integration in our current systems Credit for Prior Learning (CPL) – working with different areas for the CPL and CTE faculty to meet on credential portfolios Also working on general education district alignment Curriculum Institute is this summer to review new guidelines to implement curriculum and work on a course handbook Counseling and faculty are concerned about two new assembly bills heard at the Academic Senate Plenary and gathering more info: <ul style="list-style-type: none"> AB 928 Student Transfer Achievement Reform Act of 2021: Associate Degree for Transfer Intersegmental Implementation Committee AB 1111 Postsecondary education: common course numbering system
I. Guided Pathways	<p>Courtney Williams noted the following updates for Grossmont:</p> <ul style="list-style-type: none"> Faculty leads are reviewing the degree mapping forms and start sharing out examples The guided pathways webpage is updated as a communication tool We hope to move to building the academic and career pathways (ACP) <p>Moriah Gonzalez-Meeks noted the following updates for Cuyamaca:</p> <ul style="list-style-type: none"> We are working on degree maps and finalizing a template with a fall deadline Putting together a sample of our discipline pages, not just content but including the careers and opportunities available for students through particular pathways and its discipline Instructional Advisory Team is drafting a template for the ACP pages The team is participating in state level consultancies and webinars
J. Strong Workforce	<p>Javier Ayala and Larry McLemore reported the following:</p> <ul style="list-style-type: none"> Strong Workforce budgets and projected expenses for 2021 allocation has a April 30th deadline A lot of work is focused on the sectors (grouping of programs) based on employment opportunities, such as IT and manufacturing; looking at our regional investments We are using the Centers for Excellence for Labor Market Research to review job opportunities, determine what we can't support and thinking about different programs Our MIS system is collecting data regarding Work-based learning Job placement shadows has a greater increase for students Altus is advocating dual enrollment with our colleges and should be reaching out to the appropriate Deans
K. Proposed 2021-22 SISC Meeting Schedule	<p>SISC is usually held the 4th Monday of every month from 3:00-5:00. The following 2021-22 schedule was confirmed and the following dates were noted:</p> <ul style="list-style-type: none"> July, January, and June – no meeting due to faculty representatives contracts November 29 (5th Monday) - instead of 22nd of November due to Thanksgiving recess (no classes, we are open) December 13 (2nd Monday) – majority of the members decided this date was better than December 20th March 21 (3rd Monday) – due to spring recess scheduled on the 4th week of March
L. District Repopulation/	<p>Jessica Robinson reported the recommendations from each district repopulation/return to campus team were submitted and implementation is now at the campus level. The links on the agenda are the reports presented at the DEC-Emergency Response meeting.</p>

<p>Return to Campus Team Updates</p> <ul style="list-style-type: none">• Student Services• Instruction• Employee Relations• Facilities	<p>Student Services – Updates provided by Jessica Robinson and Aaron Starck</p> <ul style="list-style-type: none">• For summer, we are looking forward to staff to return on campus to provide some services to help students using a queuing system• Each campus is looking at what services should return first and schedule staff accordingly, ensuring proper shielding, social distancing, and other necessary items <p>Instruction – Updates provided by Alicia Munoz</p> <ul style="list-style-type: none">• In fall, preparing for a return to campus, classes will be identified based on hard to convert online and activity courses• Identifying areas to set up outdoor classes• Both colleges have a demo of a zoom classroom which faculty have been testing• The district has initiated negotiations with the unions <p>Employee Relations - Updates provided by Jessica Robinson and Alicia Munoz</p> <ul style="list-style-type: none">• Conversations with CSEA, AFT, and AA regarding the return to campus• District hired a COVID Health Specialist for each college who will handle contact tracing, communication, assist with COVID testing, compliance, and other COVID related matters <p>Facilities – Updated provided by Jessica Robinson</p> <ul style="list-style-type: none">• Each campus has a lot of extra PPE, sanitization supplies, and working with the other teams to ensure social distancing and signage/wayfinding signs
<p>M. Other</p>	<p>No additional discussion items</p>
<p>N. Next SISC Meeting</p>	<p>Monday, May 24, 3:00-5:00 PM, Zoom</p>