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.

AGENDA
Monday, February 24, 3:00–5:00 p.m.
Grossmont College, Griffin Gate

Role	Name		Role	Name	
VC Student & Institutional Success, Chair	Sean Hancock	☒	Classified Senate representative-GC	Ari Ahmadian	☒
AVC, Research, Planning, & Technology	Christopher Tarman	☒	Classified Senate representative-GC	Cindy Emerson	☒
President, Academic Senate-GC	Denise Schulmeyer	☒	Dean, Counseling Services-GC	Martha Clavelle	☐
President, Academic Senate-CC	Kim Dudzik	☒	Dean, Counseling-CC	Nicole Jones	☐
Vice President, Academic Affairs-GC (Int)	Mike Reese	☒	Assoc. Dean, Student Services & SSP-GC	Courtney Williams	☐
Vice President, Instruction-CC	Pat Setzer	☒	Instructional Dean-GC	Eric Klein	☒
Vice President, Student Services-GC (Int)	Aaron Starck	☒	Instructional Dean-CC	Alicia Munoz	☒
Vice President, Student Services-CC	Jessica Robinson	☒	Dean, Admissions & Records, Fin. Aid-GC (Int)	Barbara Gallego	☒
Sr. Dean, College Planning & Instit. Eff.-GC	Catherine Webb	☒	Director, Admissions & Records-CC	Greg Vega	☐
Sr. Dean, Instit. Eff., Success & Equity-CC	Brianna Hayes	☐	Curriculum Committee Faculty Co-Chair-GC	Jeff Waller	☒
Dean, Student Success & Equity-GC	Lida Rafia	☒	Curriculum Committee Faculty Co-Chair-CC	Cindy Morrin	☒
Assoc Dean, Student Equity & Engagement-CC	Jesus Miranda	☒	Dean, Career & Tech. Ed/Workforce Dev.-GC	Javier Ayala	☒
President, Assoc. Students-GC	Leobardo Rubio	☒	Dean, Career & Technical Education-CC	Larry McLemore	☒
President, Assoc. Student Government-CC	Kyrie Macogay	☐	Director, Community & Workforce Partnerships	Cynthia Nagura	☒
Faculty Representative-GC	Taneisha Hellon	☒	Director, Enterprise Systems	Michael Carr	☒
Faculty Representative-CC	Moriah Gonzalez-Meeks	☐	Notetaker	Myra Lomahan	☒
Resource Personnel:			*Guests:*		
Chancellor	Lynn Neault	☐	Academic Senate Elect-CC	Manuel Mancillas-Gomez	☒
President-GC	Nabil Abu-Ghazaleh	☒	CCCTC Statewide Program Manager	Warren Whitmore	☒
President-CC	Julianna Barnes		CCCTC Implementation Confirmation Engineer	Beth Knowles (via zoom)	☒
		☐	Regional Coordinators, Guided Pathways	Wendy Smith and Stacy Teeters	☒

Discussion Items	Action and Follow-Up
A. Welcome and Introductions	Sean welcomed the new council and introductions were made.
B. SISC Charge & Composition • Academic Calendar Committee • Workforce Training Coordinating Committee (WTCC)	Last year we did a triennial review of our Governance Structure. It was recommended that SESC/DCEC combine into SISC to collectively collaborate as a super council to make recommendations to the Chancellor. • Presidents and Chancellor are resources to this committee • Academic Calendar Committee and Workforce Training Coordinating Committee makes recommendation to SISC • Academic Calendar Committee is scheduled to meet on April 3rd from 9-10:30 AM in the Grossmont Distance Ed Room

	- WTCC just met on Feb 20th and reviewed the following items: - Charge and composition was updated after triennial review - Bringing career education into our broader discussions, strengthening around strong workforce - Committee was updated with Grossmont and Cuyamaca strong workforce programs, Corporate College, and Adult Ed - The next few meetings will be working on collaborative goals
C. CCC MyPath Demo – Warren Whitmore and Beth Knowles Warren C. Whitmore Statewide Program Manager wwhitmore@ccctechcenter.org 530-624-2273 Beth Knowles Implementation Configuration Engineer (ICE) bknowles@ccctechcenter.org 248-877-9822 Regional Coordinators, Guided Pathways Wendy Smith wsmith@cccco.edu 760-458-3362 Stacy Teeters steeters@cccco.edu 619-550-8329	Warren Whitmore, CCCTC Statewide Program Manager, Beth Knowles, CCCTC Implementation Configuration Engineer (online via zoom), Wendy Smith and Stacy Teeters, CCCCO Guided Pathways Regional Coordinators were invited to provide an overview of CCC MyPath. - MyPath is a scalable tool provided by CCC to help with student onboarding, career counseling exploration, and enrollment retention. - The demo received today was primarily focused on career coach to allow students to do exploration based on a career questionnaire - Imperial Valley and Southwestern College is using the full package of CCC MyPath - Beth Knowles, via zoom, provided a demo of how a student would use CCC MyPath - Take the Career Assessment – students answer a series of questions and receive information on top careers that match identified interests - Explore Careers – students browse career options and view potential wages, as well as available programs offered at the college(s) - Career Coach data came from EMSI - CCC MyPath is scalable and customizable, presenting custom student advisory cards for different types of students (new/returning, transfer, VA, etc.) - Students can pin boards to their site or print the assessment - If the college decides to move forward, we will receive a banner to publish on our website that students would link into and would be up to the college on how to monitor - Concerns were mentioned regarding how we would incorporate this tool with other tools in implementation (such as CRM Recruit) for the student experience – we need to build and map out the student onboarding process - Due to the full-year registration workgroup, we are doing a business process analysis (operational/IT) that could help with this process - Advantage of CCC MyPath would eliminate the 24 hour hold and students can do career coach after their application - Action: Schedule a meeting through pathway navigation to discuss student onboarding process (Chairs: Nicole Jones, Javier Ayala, Heriberto Vasquez, and Courtney Williams)

D.   Board Policies and Administrative Procedures Review

1st Read

- BP/AP 5010 Admissions and Concurrent Enrollment
  - BP didn't reflect all high school grades on page 1 and corrected. No changes to AP. Move forward to DEC.
- BP/AP 5035 Withholding of Student Records for Nonpayment of Financial Obligations
  - Due to AB 1313, we can no longer withhold transcripts, therefore will be reviewed by VPSS and Dean/Director of Admissions and Records.

2nd Read

- BP/AP 3250 Institutional Planning
  - This is a 6-year review and updates were provided by Bri and Catherine with some questions for clarification/collaboration.
  - It was suggested that we do not list specific plans on the BP in case we fall off the timeline or eliminate the plan.
- BP/AP 4105 Distance Education
  - This is a CCLC update. Jeff and Cindy took this to their Distance Education Coordinators and made recommendations.
  - It was suggested that this be taken back to the coordinators to review for repetition and state authorizations.
- BP/AP 5050 Student Success and Support Program
  - This is a CCLC update. Raad Jerjis and James Canady will review this with their counseling teams.
  - It was suggested that we will need some technical assistance to comply and monitor our BP/AP, such as the tracking of a student educational plan no later than the term after which the student completes 15 semester units of degree applicable credit coursework (when entering into an educational plan)

3rd Read	

- BP/AP 5015 Residence Determination
  - This is a CCLC update and the council recommended Admissions and Records to review.
  - Aaron mentioned that we are not ready to move forward, we want to ensure that all the exemptions that need to be in the policy are included.
- BP/AP 5017 Responding to Inquiries of Immigration Status, Citizenship Status, and National Origin Information
  - This is a new BP/AP and the council recommended Admissions and Records to review.
  - The designate should be Dean of A&R, FA at Grossmont and Director of A&R at Cuyamaca. Move forward to DEC.
- BP/AP 5020 Nonresident Tuition
  - This is a CCLC update and the council recommended Admissions and Records to review.
  - Aaron stated that he would like to review this policy again.
- BP/AP 5040 Student Records, Directory Information, and Privacy
  - This is a CCLC update and the council recommended Admissions and Records to review.
  - It was recommended to list the Dean of Admissions and Records, Financial Aid at Grossmont College and Director of Admissions and Records, Cuyamaca College as the designated campus official. Move forward to DEC.
  - It was noted that we need to make sure we are in compliance.
- BP/AP 5520 Student Discipline Procedures
  - The Student Conduct Procedures booklet was approved and on Grossmont College and Cuyamaca College Student Affairs websites.
  - It was recommended to include both definitions from the handbook onto the AP as well as include the website links. Move forward to DEC.

It was suggested that we need to monitor whether we are complying with our board and administrative policies.
ACTION: Develop a taskforce to be compliant with board and administrative policies.

E.	Student Health Fee • CCCCO released the 20-2021 Maximum Fees	We are recommending to increase the student health fees by $1 for health services, prevention and safety. We are asking for student feedback.
F.	AB 1504 Student rep fee increase • BP/AP 5030 Fees	• The student representation fee increase will be ready for summer registration. • BP/AP 5030 Fees doesn't list the student rep fee, just a general list of student fees. However we will be reviewing for any CCLC recommendations.

G.	Corporate College
	  • Annual Report
	  • Flyer
	  • Not-for Credit Course Offerings
		Deferred

H.	Grossmont-Cuyamaca College Promise Updates	Deferred
I.	Curriculum	Deferred
J.	Full Year Class Schedule	Deferred
K.	Guided Pathways • Joint GP Meeting – Jan 24 Debrief	Deferred
L.	Strong Workforce	Deferred
M.	Operational Assessments/Needs	Deferred
N.	2020 **SISC** Meeting Schedule	Next Meeting: Monday, March 30, 3:00-5:00 PM in Cuyamaca College, Student Center I-209