



## 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, October 26, 2020 3:00–5:00 p.m.

Zoom- <https://cccconfer.zoom.us/j/97087409172>

VC Student & Institutional Success, Chair	Vacant	<input type="checkbox"/>	Dean, Counseling Services-GC	Martha Clavelle	<input checked="" type="checkbox"/>
AVC, Research, Planning, & Technology	Vacant	<input 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 & SSP-GC	Courtney Williams	<input checked="" type="checkbox"/>
President, Academic Senate-CC	Manuel Mancillas-Gomez	<input type="checkbox"/>	Instructional Dean-GC	Eric Klein	<input checked="" type="checkbox"/>
Vice President, Academic Affairs-GC	Marshall Fulbright	<input checked="" type="checkbox"/>	Instructional Dean-CC	Alicia Munoz	<input type="checkbox"/>
Vice President, Instruction-CC	Pat Setzer	<input checked="" type="checkbox"/>	Dean, Admissions & Records, Fin. Aid-GC	Aaron Starck	<input checked="" type="checkbox"/>
Vice President, Student Services-GC	Marsha Gable	<input checked="" type="checkbox"/>	Director, Admissions & Records-CC	Greg Vega	<input checked="" type="checkbox"/>
Vice President, Student Services-CC	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 checked="" 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 checked="" type="checkbox"/>	Dean, Career & Technical Education-CC	Larry McLemore	<input checked="" type="checkbox"/>
Assoc. Dean, Student Equity & Engagement-CC	Jesus Miranda	<input checked="" type="checkbox"/>	Director, Community & Workforce Partnerships	Cynthia Nagura	<input checked="" type="checkbox"/>
President, Assoc. Students-GC	Kaelin Mastronardi	<input checked="" type="checkbox"/>	Director, Enterprise Systems	Michael Carr	<input checked="" type="checkbox"/>
President, Assoc. Student Government-CC	Kristie Macogay	<input type="checkbox"/>	Recorder	Graylin Clavell	<input checked="" type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input checked="" type="checkbox"/>	Guests: Michael Copenhaver and Ray Reyes		
Faculty Representative-CC	Miriam Simpson	<input type="checkbox"/>	Resource Personnel:		
Classified Senate representative-GC	Cindy Emerson	<input type="checkbox"/>	Chancellor	Lynn Neault	<input type="checkbox"/>
Classified Senate representative-CC	Ari Ahmadian	<input type="checkbox"/>	President-GC	Nabil Abu-Ghazaleh	<input type="checkbox"/>
Admin Association representative	Barbara Gallegos	<input checked="" type="checkbox"/>	President-CC	Julianna Barnes	<input type="checkbox"/>

Discussion Items	Action and Follow-Up
A. Welcome	Dr. Marsha Gable chaired the meeting.
B. Board Policies and Administrative Procedures Review	
<b>1st Read</b>	
<ul style="list-style-type: none"> <li>• <a href="#">BP/AP</a> 3060 Institutional Code of Conduct <ul style="list-style-type: none"> <li>- Jessica Robinson made edits to AP 3060 and would like this reviewed at both SISC and HRAC, the edit was to remove the "his/her" and in its place put "their".</li> <li>- This decision was agreed to and will move forward to Cabinet and DEC.</li> </ul> </li> </ul>	

<i>2nd Read</i>	
<ul style="list-style-type: none"> <li>• <a href="#">BP/AP</a> 4022 Course Approval <ul style="list-style-type: none"> <li>- CCLC Update 36 – AP was updated to include requirements related to the course approval of non-credit courses. It was also noted the word pertaining was missing the “g” at the end and needs to be corrected on the BP.</li> <li>- All were in favor of these edits and to move it forward to Cabinet and DEC.</li> </ul> </li> </ul>	
C. <a href="#">2021-22</a> & <a href="#">2022-23</a> Academic Calendars	<p>Jessica and Marshall chairs the Academic Calendar Committee. With regards to the 2021-22 Academic Calendar there were complications with the Veterans Day holiday as well as determining whether or not to have classes during the week of Thanksgiving. It was determined and agreed Veterans Day holiday will remain on the actual Veterans Day date, and classes will not be held the week of Thanksgiving.</p> <p><b>The 2021-2022 and 2022-2023 Academic Calendars were approved and will be sent to Chancellor’s Cabinet for review.</b></p> <p>Jessica announced that the Academic Calendar Committee is working on developing a guiding principles document to highlight reoccurring calendar concepts like continuously taking Veterans Day Holiday on the actual Veterans Day date. Jessica will meet with Marshall to review this document in the next week or two and then share it following the meeting.</p>
D. EW Drop Down Option in Self-Service for faculty and students for fall 2020	<p>Aaron informed the council that the issue of leaving the EW drop down option is that last semester there were no federal regulations for the need of documentation for the EW. Spring 2020, Covid-19 pandemic was the excuse, and caused a major disruption of courses by switching to online during the semester. For Fall 2020, there is no such disruption and so federal regulations are requiring documentation for the EW. By these requirement students will need to go through the petition process and include documentation. The drop down option is not sufficient enough.</p> <p>Barbara added that if an EW is submitted by faculty it will eliminate the chance for the student to claim a refund for the EW. For those students on financial aid, having a faculty issued EW can not only affect the student’s enrollment status, but also jeopardize their financial aid and end up costing the student money. For these reasons Aaron feels it is imperative the student generate the EW and not give the option for the faculty to issue it.</p> <p>The decision was made to inform the Student Success and Equity Committee at Grossmont College of this information at the committee’s next meeting.</p> <p>IT would need some time to work behind the scenes on Self-Service to accommodate the final decision.</p>
E. Fall Disqualification	<p>Aaron Starck (with Lynn’s support): Consistent with SP20, we will NOT be disqualifying students at the end of the FA20 semester in consideration of the many and varied impacts of COVID-19.</p>
F. <a href="#">Promise</a> <ul style="list-style-type: none"> <li>• Withdrawal Threshold to Maintain Promise Status</li> <li>• Menu of Promise Benefits and Four Promise Models 2020-21</li> <li>• Promise Survey</li> </ul>	<p>With regards to the “Withdrawal Threshold” Pat, Jessica, Nicole, Kaelin, and Moriah were in favor of not having a threshold. They cited delivery systems of educational content was not optimal, drastic reduction in enrollment, and students struggling for the need for the utmost leniency.</p> <p>Will having no threshold impact BOG? BOG federal standards mirror the catalog. While all CCPG students are held to these standards, there are exceptions for some populations and other criteria that are unique for Loss of CCPG that are different when evaluating all students for probation or dismissal, in general.</p> <p>It was suggested to break the <a href="#">data</a> down further to show disaggregated information including student populations that are dropping below the 12 units, as well as having a further discussion as to what are the guiding principles and outcomes of this program to shape the council’s decision.</p> <p><b>Action: To disaggregate the data and email the information out to the council to decide on a conclusion before the November SISC meeting.</b></p>

	<p><b>For service members, AP 3137 will allow them to withdraw from their classes and not lose their Promise status when they re-enroll in the program, and they will be able to recuperate the semester(s) that were lost.</b></p> <p>With regards to the Promise Benefits and the Four Promise Models 2020-2021 Cynthia disclosed the following:</p> <ol style="list-style-type: none"> <li><b>1. Both colleges decided they would like to use the Promise funds for:</b> <ul style="list-style-type: none"> <li>- Peer Mentoring/Student Ambassador &amp; Tutoring</li> </ul> </li> <li>2. Colleges have been in discussion with their leadership on how to best allocate the funds, and this will be presented to Chancellor's Cabinet.</li> <li>3. CUYAMACA: 50% Tutoring &amp; 50% Peer Mentoring GROSSMONT: TBA (Meeting soon to finalize how to allocate)</li> <li>4. Received recent update to our Promise budget with actual Fall 2020 <a href="#">numbers</a>, which updates our Spring projections. -Reduced original amount by 20%. Updated figures: \$80,000 Cuyamaca / \$160,000 Grossmont</li> <li>5. Once approved by Cabinet, Promise funds will be transferred to the colleges.</li> <li>6. UPDATE: Funds may be spent on Promise and non-Promise students also.</li> </ol> <p><b>Action: Cynthia will email the SISC the 2019 Promise <a href="#">Survey</a> for the council to review and add any feedback.</b></p>
G. NACCC Racial Climate Survey	<p>Cuyamaca and Grossmont are members of the USC Equity Alliance. As part of this membership, a group of 5 participants from each college attends monthly e-convenings focused on racial equity and application to practices. These monthly meetings will continue throughout the year. The focus of these meetings is to critically reflect on policies, processes, and procedures with a racial equity lens. In addition, as part of the Equity Alliance membership, both colleges are currently administering the National Assessment of Collegiate Campus Climates (NACCC), which is a racial climate survey of students. The results of the survey will be reported by USC in spring 2021 and used by campus groups to improve racial climate on the college campuses.</p>
H. District Technology Rapid Response Team	<p>Marsha announced there will be a District IT Rapid Response team comprised of those that served on the IT Rapid Response Team in the spring of 2020, but also include some new faculty members. The first meeting of this group will be this Thursday, October 29 from 10:30am-12pm in which the group will review the charge. The goal is to complete work by December and to roll out decisions for the spring 2021 semester.</p>
I. College Student Support Rapid Response Team	<p>Jessica informed the council that Cuyamaca has started the College Student Support Rapid Response Team by the request of Chancellor Neault. Cuyamaca's team is focusing on providing services as best as possible to their students, as well as staff and faculty. They are looking at needs for the next semester which include drive-thru type services to include id cards and food distribution for those in need.</p> <p>Marsha announced the Grossmont College Student Support Team was renamed the Virtual Innovation Team. They have been working on purchasing laptops to use for a student laptop loan program which will start in the spring, along with a Virtual Student Success Guide has been translated into Spanish, Arabic, and Swahili. Marshall added the group is also working on ideas for distribution of printed materials and books from the bookstore.</p>
J. Evaluation Kits	<p>Pat informed the council Cuyamaca is using a pilot program for evaluations that adds a module/CTI to the course Canvas container to complete and collect evaluations. The decision needs to be made as to if the District will move forward with the product, which costs \$40k per year, or go a different route by December.</p>
K. Curriculum	<p>Dee announced to the council the GE Subcommittee updated their charge and composition, established 57 Distance Education approvals, as well as 577 Emergency Remote Teaching approvals.</p>

	<p>Cindi announced for Cuyamaca they recently turned in their packet of ERT/DE approvals for the November 10<sup>th</sup> Board meeting. Cuyamaca also has a first course that is applying for the diversity graduation requirement and in the packet to be approved by the governing board.</p>
L. Guided Pathways	<p>Bri announced Cuyamaca just completed its first phase of the California Guided Pathways (CAGP) Demonstration Project. As part of this work, which included several professional development events over the past three years, Cuyamaca was assigned a pathways coach, which for Phase 1 was Chris Hill. On Friday (10/23), Cuyamaca hosted a pathways retreat to wrap up its first phase of the CAGP work and welcomed its new coach, Priya Chaplot, who will be meeting with the College's pathways team regularly to provide technical assistance. The College's retreat breakout session included discussions of focus areas for this year, including onboarding and career exploration.</p> <p>As for Grossmont College, Lida informed the council that GP at Grossmont has a new leadership structure, comprised of 3 faculty co-leads and 2 admin leads. We also have an advisory team formed and has been meeting monthly. Grossmont is finalizing our ACP's, as part of that process it was taken to Chairs and Coordinators early today (Monday). We are also moving forward with Pathways Navigation as a tentacle to GP, in understanding and making clear our intake processes, career before planning and professional development specific for counseling.</p>
M. Strong Workforce	<p>There is a regional community of practice focusing on pathways navigation this October 30. Two new regional strong workforce RFAs came out. One for sectors in IT, Business, and Manufacturing. The other RFA is for marketing CTE programs. Also, a K-12 pathways grant came out from the State Chancellor's Office.</p>
N. SISC Next Meeting	<p>Monday, November 23, 3:00-5:00 PM, Zoom</p>