



## 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, December 14, 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 type="checkbox"/>
AVC, Research, Planning, & Technology	Vacant	<input type="checkbox"/>	Dean, Counseling-CC	Nicole Jones	<input 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 checked="" 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 checked="" type="checkbox"/>
Vice President, Instruction-CC	Pat Setzer	<input checked="" type="checkbox"/>	Dean, Admissions & Records, Fin. Aid-GC	Aaron Starck	<input 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 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, Assoc. Students-GC	Kaelin Mastronardi	<input type="checkbox"/>	Director, Enterprise Systems	Michael Carr	<input type="checkbox"/>
President, Assoc. Student Government-CC	Kristie Macogay	<input type="checkbox"/>	Recorder	Myra Lomahan	<input checked="" type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input checked="" type="checkbox"/>	<i>Resource Personnel:</i>		
Faculty Representative-CC	Miriam Simpson	<input type="checkbox"/>	<i>Chancellor</i>	Lynn Neault	<input type="checkbox"/>
Classified Senate representative-GC	Cindy Emerson	<input type="checkbox"/>	<i>President-GC</i>	Nabil Abu-Ghazaleh	<input type="checkbox"/>
Classified Senate representative-CC	Ari Ahmadian	<input checked="" type="checkbox"/>	<i>President-CC</i>	Julianna Barnes	<input type="checkbox"/>
Admin Association representative	Wayne Branker for Barbara Gallegos	<input checked="" type="checkbox"/>			

Discussion Items	Action and Follow-Up
A. Welcome	Marsha Gable convened the meeting at 3:03 PM. In attendance for Admin Association is Wayne Branker instead of Barbara Gallego.
B. Board Policies and Administrative Procedures Review	
<i>2nd Read</i>	
<ul style="list-style-type: none"> <li>• <a href="#">AP 4500 Student News Media (NEW)</a> <ul style="list-style-type: none"> <li>- This AP would be new for the district.</li> <li>- Javier recommends we also have a board policy along with this new AP.</li> <li>- Pat suggests Cuyamaca reviews the AP/BP since we have blog posts, Facebook pages, etc.</li> <li>- Marsha stated that this AP mentioned first amendment and media would include electronic avenues.</li> </ul> </li> </ul>	

<ul style="list-style-type: none"> <li>- Marsha recommends Joel Castellaw and Marshall Fulbright to draft the BP.</li> <li>- <b>Action Item: Route BP/AP to include VPSS, Deans of Student Affairs, Alicia Munoz, and Taylor Smith.</b></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">BP/AP</a> 5500 Standards of Student Conduct <ul style="list-style-type: none"> <li>- Both BP/AP specifies that conduct constitutes sexual harassment under Title IX fall under AP 3433 Prohibition of Sexual Harassment under Title IX and AP 3434 Responding to Harassment Based on Sex under Title IX.</li> <li>- Sara Varghese and Lauren Vaknin, Deans of Student Affairs, reviewed the BP/AP and suggests adding an additional statement to 5500 for consideration, "Grounds for Student Code of Conduct Violation (These procedures also apply to distance education.)"</li> <li>- If there was "zero-tolerance" policy is pursued, because of conversation at last meeting of racism, hate crimes, and the like, if we request to develop a policy, we can update 5500.</li> <li>- <b>Action Item: No additional comments. This will be moved to Chancellor's Cabinet/DEC.</b></li> </ul> </li> <li>• <a href="#">BP/AP</a> 5520 Student Conduct Procedures <ul style="list-style-type: none"> <li>- The AP clarifies the definition of student to specify that the student was enrolled at the District at the time of the alleged violation of the Standards of Student Conduct. The AP also specifies discipline resulting from a sexual harassment complaint under Title IX must use AP 3434 Responding to Harassment Based on Sex under Title IX. No changes to the BP.</li> <li>- Sara Varghese and Lauren Vaknin, Deans of Student Affairs, suggest to add a social justice section in AP 5520 following Definition of Student Conduct Terms in the AP. No additional changes to the BP.</li> <li>- <b>Action Item: Myra will update the headers on each page to reflect "Student Conduct Procedures." No additional comments. This will be moved to Chancellor's Cabinet/DEC.</b></li> </ul> </li> <li>• <a href="#">BP/AP</a> 5700 Intercollegiate Athletics <ul style="list-style-type: none"> <li>- The AP adds a legal reference to Education Code Section 78322 and now a 6-year review. No changes to the BP.</li> <li>- BP/AP 5700 were forwarded to VPI, VPAA, both VPSS, and athletic deans for review. Minor changes to the AP were made.</li> <li>- <b>Action Item: No additional comments. This will be moved to Chancellor's Cabinet/DEC.</b></li> </ul> </li> </ul>
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<p>C. Promise Updates and Discussion</p> <ul style="list-style-type: none"> <li>• Withdrawals and Race <a href="#">Data</a> Disaggregated</li> </ul>	<p>Cynthia shared Promise updates on a <a href="#">PowerPoint</a> and highlighted the following:</p> <ul style="list-style-type: none"> <li>• Last month we shared data of withdrawals by number of units and the average was about 36% of promise students who dropped below 12 units</li> <li>• At the last meeting, the request was made to break this down by ethnicity and semester who completed less than 12 units, Cynthia shared the data and table on promise student withdrawals in Fall 2018, Spring 2019, and Fall 2019 <ul style="list-style-type: none"> <li>○ The gray bar represents promise students with 12 or more units</li> <li>○ The purple bar represents promise students with less than 12 units who were not able to maintain promise status to the next semester</li> <li>○ Goal is to have a high gray bar and low purple bar</li> <li>○ The bottom of each bar graph (by semester) shows the numbers, percentage, and total for each ethnicity</li> </ul> </li> <li>• Promise student withdrawals by Asian <ul style="list-style-type: none"> <li>○ For Asians we lose about 20% promise students</li> </ul> </li> <li>• Promise student withdrawals by African-American <ul style="list-style-type: none"> <li>○ Purple bar is higher and we lose more than half each semester</li> </ul> </li> <li>• Promise student withdrawals by Hispanic <ul style="list-style-type: none"> <li>○ We lose about 40% each semester and this represents a large number of promise students</li> </ul> </li> <li>• Promise student withdrawals by Middle Eastern <ul style="list-style-type: none"> <li>○ We don't show any students for the first two semesters</li> <li>○ Marsha said in Fall 2019, students were able to identify Middle Eastern as an ethnicity category</li> <li>○ Greg confirmed this was added on CCCapply for fall 2019</li> </ul> </li> <li>• Promise student withdrawals by the other groups <ul style="list-style-type: none"> <li>○ American Indian, Pacific Islander, and unknown have low numbers</li> </ul> </li> <li>• Promise student withdrawals by White <ul style="list-style-type: none"> <li>○ Gray bar is significantly higher compared to the other groups</li> <li>○ About 28% are below 12 units</li> <li>○ We don't have information which corresponds to the larger population for comparison</li> </ul> </li> <li>• We should look at retention rates as a guide to tailor our support services</li> <li>• Javier said the math is wrong on slide 7 for overall promise white students</li> <li>• Marsha said it would be helpful for both colleges to have this data as we dig into strategic enrollment planning for this coming spring and for future planning for 2021-22</li> </ul>
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	<ul style="list-style-type: none"> <li>• There is also a decrease in African American at Grossmont and increase at Cuyamaca</li> <li>• Grossmont's FYE program (Via Rapida) focus on the first year students and have them complete paperwork for the promise as an indirect persistent and retention effort to receive mentoring and tutoring</li> <li>• Promise is a funding source (financial benefit) and not a program</li> <li>• Dee noted the Promise was initially targeted to also help the middle class students who don't typically qualify for CCPG or attend our colleges or go to a 4-year institution, a population of about 40%</li> <li>• Cynthia said we are not focused on any specific group and can show about 25% are non-CCPG where students are receiving the financial benefit</li> <li>• Courtney said Grossmont makes sure we do interventions each semester to all students and said we don't know what other programs the students are a part of and don't have a list of students who are not part of a program to be able to reach out and provide the support they need</li> <li>• Ari made a chat comment that we need to build up coding and Greg supports this</li> </ul>
D. Credit for Prior Learning (CPL) District Policy Certification	<p>Pat Setzer noted the great work Tacey Hosley, Dee Aceves, and Cindy Morrin did to update BP/AP 4235 approved by the Board in October. He said he answered the questions on the certification form and sent to Myra Lomahan.</p> <p>Myra confirmed receipt from Pat. She sent the form to Chancellor and the Academic Senate Presidents to approve and determine the sole person to submit the online certification to the state on behalf of the district which is due the end of the year.</p>
E. BP/AP 5055 Enrollment Priorities Subcommittee Update	<p>The subcommittee plans to meet in spring 2021.</p>
F. District Technology Rapid Response Team	<p>Marsha Gable, Pat Setzer, Eric Klein, and Kerry Kilber Rebman submitted a final report and recommendations to Chancellor. Pat noted the four recommendations made by the Technology Rapid Response Team:</p> <ol style="list-style-type: none"> <li>1. Single Sign On allows students, faculty, and staff to access all campus resources with the same username and password</li> <li>2. Electronic signature process for signing forms and documents electronically</li> <li>3. Windows Virtual Desktop to replace Splashtop</li> <li>1. Remote computer access/management for IT to remotely connect with district computers to update and deploy software and troubleshooting</li> </ol> <p>Pat also said the technology need survey results included the following:</p> <ul style="list-style-type: none"> <li>• Counselors at both colleges asked for laptops with larger screens.</li> <li>• Requests for webcams which were ordered but backordered until February</li> <li>• Training on Vision Resource Center, Zoom, Microsoft applications, etc.</li> </ul>
G. College Student Support Rapid Response Team	<p>Marsha stated the Grossmont Virtual Innovation Group just met last week and will meet again after the holiday break in spring.</p> <p>Jessica Robinson reported that Cuyamaca is working on one-time and ongoing in person drive through and in partnership with instruction in regards to loaner laptops and hotspots for students starting February. They also are increasing Zoom sessions for counseling and student help desk.</p>
H. Curriculum	<p>Cindy Morrin mentioned the curriculum board packets are ready and presenting tomorrow at the governing board meeting. Dee Aceves noted the Distance Education Coordinator and Instructional Operations Supervisor are retiring this month and the positions have been filled by Dave Dillon and Krista Ames-Cooks, respectively.</p>
I. Guided Pathways	<p>Bri Hayes shared that Cuyamaca is planning a spring flex workshop to discuss academic maps and layout the foundation of the work in the spring and go back to the why through an equity lens. She also mentioned the fabulous guided pathways webpages at Grossmont.</p>

	<p>Courtney Williams said this fall semester they are working on solidifying their academic pathways. Faculty co-leads is doing a great job working with different divisions/departments, chairs and coordinators, as well as academic senates. We looked at other colleges to mockup our webpages for each academic pathway. A student can explore careers and answer questions to determine their path. We are also discussing the student experience through our onboarding process to continue building the foundation.</p>
J. Strong Workforce	<p>Larry McLemore shared there are many RFAs for health sections, business, life science, etc. but do not all fit our district. Danene Brown is the new Regional Consortium Chair who was previously a Dean. The regional conversation is around work based learning.</p> <p>Javier Ayala said recent RFAs is more about curriculum change and don't apply to us, especially if we do not need to update or have recently changed curriculum. The funding needs to be spent in 24 month, whereas 4 years ago we had 36 months. Deputy Sector Navigators are now called Regional Directors who work with the colleges and employers and help the colleges to bring employers to the conversation. This is now going away in June 2021. State was providing this though due to budget cuts will not and now would be up to the region to keep this position. Customer service relations management software called HubSpot was going to be rolled out. Since we are unsure of the position and the software requires a person to input information, we may need to slow our consideration.</p>
K. Pending Agenda Items	<p>District Coordination of the Investigation of Zoom Bombing Incidents</p> <ul style="list-style-type: none"><li>• Marsha said IT was doing an investigation on the Zoom bombers whom posted racist and hate messages and has not been able to identify the individuals or IP address. Make sure you use the waiting room feature and be diligent from people taking advantage of the meetings.</li></ul>
L. SISC Next Meeting	<p>Happy Holidays! We do not have a scheduled meeting in January. Next meeting is scheduled on <b>Monday, February 22, 3:00-5:00 PM, Zoom</b></p> <p>Marsha will be stepping into the Interim President position and Aaron Starck will be the Interim VPSS.</p>