



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, September 27, 2021, 3:00–5:00 p.m.

Zoom- <https://cccconfer.zoom.us/j/98992452825>

VC Student & Institutional Success	Vacant	<input type="checkbox"/>	Dean, Counseling Services-GC	Martha Clavelle	<input type="checkbox"/>
Interim Associate VC Technology	Kerry Kilber Rebman	<input checked="" type="checkbox"/>	Dean, Counseling-CC	Nicole Jones	<input checked="" type="checkbox"/>
President, Academic Senate-GC	Pearl Lopez	<input checked="" type="checkbox"/>	Assoc. Dean, Student Services & SSSP-GC	Courtney Williams	<input type="checkbox"/>
President, Academic Senate-CC	Manuel Mancillas-Gomez	<input checked="" type="checkbox"/>	Instructional Dean-GC	Eric Klein	<input type="checkbox"/>
Vice President, Academic Affairs-GC, Co-Chair	Marshall Fulbright	<input checked="" type="checkbox"/>	Instructional Dean-CC	Lauren Halsted	<input checked="" type="checkbox"/>
Interim Vice President, Instruction-CC	Alicia Munoz	<input checked="" type="checkbox"/>	Dean, Admissions & Records, Fin. Aid-GC	Aaron Starck	<input checked="" type="checkbox"/>
Vice President, Student Services-GC	Marsha Gable	<input 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 type="checkbox"/>
Int. Sr. Dean, College Planning & Instit. Eff.-GC	Joan Ahrens	<input type="checkbox"/>	Curriculum Committee Faculty Co-Chair-CC	Jane Gazale	<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	Vacant	<input type="checkbox"/>	Dean, Career & Technical Education-CC	Larry McLemore	<input type="checkbox"/>
Dean, Student Success & Equity-CC	Jesus Miranda	<input checked="" type="checkbox"/>	Director, Community & Workforce Partnerships	Cynthia Nagura	<input checked="" type="checkbox"/>
Rep, Associated Student Government-GC	Benjamin Blevins	<input type="checkbox"/>	Director, Enterprise Systems	Vacant	<input type="checkbox"/>
President, Associated Student Government-CC	Maryam Rammahi	<input checked="" type="checkbox"/>	Recorder	Jacqueline Valdivia	<input checked="" type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input type="checkbox"/>	<i>Resource Personnel: Chancellor</i>	Lynn Neault	<input type="checkbox"/>
Faculty Representative-CC	Miriam Simpson	<input checked="" type="checkbox"/>	<i>Resource Personnel: President-GC</i>	Denise Whisenhunt	<input checked="" type="checkbox"/>
Classified Senate Representative-GC	Michele Martens	<input checked="" type="checkbox"/>	<i>Resource Personnel: President-CC</i>	Julianna Barnes	<input type="checkbox"/>
Classified Senate Representative-CC	Ari Ahmadian	<input checked="" type="checkbox"/>	Katie Cabral		
Admin Association Representative	Barbara Gallegos	<input checked="" type="checkbox"/>			

Discussion Items	Action and Follow-Up
A. Welcome	
B. Additions/Deletions to the Agenda	
C. Board Policies and Administrative Procedures Review	
Distribution for 1ST READ	
<ul style="list-style-type: none"> • None 	

1ST READ

- [BP/AP](#) 2005 Student Success, Equity, and Access – 6-year review (Initial distribution: February 22, 2021)
 - 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 and the team requires more time to review with their constituent groups.
 - Jesus and Lida require more time for review and vetting and will have it ready for August meeting. This will remain 1st read.
 - **Update: Jesus recommended this BP/AP review be led by AS Presidents (Manuel/Pearl).**
- [BP/AP](#) 2410 Board Policies and Administrative Procedures (Initial distribution: August 23, 2021)
 - At the May SISC meeting, it was recommended to add DEI language on BP/AP 2410.
 - It was recommended to add BP/AP 2410 to our August meeting agenda.
 - **Action: Jesus Miranda, Cuyamaca Dean Student Success & Equity and Joan Ahrens, Grossmont Interim Senior Dean College Planning and Institutional Effectiveness to lead and add DEI language recommendations.**
- [BP/AP](#) 3050 Institutional Code of Ethics – 6-year review (Initial distribution: February 22, 2021)
 - 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.
 - The team requires more time to review with their constituent groups.
 - The current BP/AP focuses on board members but should address employees and their work more specifically. The group recommends we revisit this with more in-depth next academic year and gather input from all employee groups on the language. This will remain 1st read.
 - **Update: This will be redistributed and reviewed by VPSS' (Jessica/Marsha), VPI/VPAA (Alicia/Marshall), and Sr. Deans Institutional Effectiveness (Bri/Joan) to review BP/AP.**
- [BP/AP](#) 3900 Speech: Time, Place, and Manner – 6-year review (Initial distribution: August 23, 2021)
 - Chancellor recommended SISC to review.
 - **Action: Myra will forward the CCLC recommendations along with our version for review to the VPSS's (Jessica/Marsha), VPI/VPAA (Alicia/Marshall), and Academic Senate (Pearl/Manuel).**
- [BP/AP](#) 4020 Program, Curriculum, and Course Development – CCLC update (Initial distribution: August 23, 2021)
 - CCLC updated this policy to add optional language to highlight diversity, equity, and inclusion issues.
 - **Action: Myra will forward the CCLC recommendations along with our version to VPI/VPAA (Alicia/Marshall), Curriculum Committee Faculty Co-Chairs (Dee/Jane), and AS Presidents (Pearl/Manuel).**
- [BP](#) 4030 Academic Freedom – 6-year review (Initial distribution: February 22, 2021)
 - 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 and the team requires more time to review with their constituent groups.
 - The team would like to revise the BP to include anti-racist and equity lens as well as discuss if an AP needs to be developed.
 - **Update: Pearl noted Grossmont's EDTCC (Equity) Committee under the Senate is reviewing this BP. The committee hasn't reconvened for the fall.**
- [BP/AP](#) 4106 Nursing Programs – CCLC update (Initial distribution: August 23, 2021)
 - CCLC updated this policy to add optional language to highlight diversity, equity, and inclusion issues.
 - **Action: Myra will forward the CCLC recommendations along with our version to Grossmont VPAA (Marshall), Curriculum Committee Faculty Co-Chairs (Dee), and AS Presidents (Pearl).**
- [BP/AP](#) 4110 Honorary Degrees – 6-year review (Initial distribution: May 24, 2021)
 - This is a 6-year review.
 - Action: VPI Alicia Munoz, VPAA Marshall Fulbright, and VPSS Jessica Robinson and Aaron Starck will review this BP/AP.

- **Update:** It was recommended to also have the AS Presidents (Manuel/Denise) also review this BP/AP.

- **BP/AP** 4250 Probation, Dismissal, and Readmission – CCLC update (Initial distribution: August 23, 2021)
 - CCLC updated this policy to add optional language to highlight diversity, equity, and inclusion issues.
 - **Action:** Myra will forward the CCLC recommendations along with our version to VPSS' (Marsha/Jessica) to review with Deans of Student Affairs (Lauren/Sara), A&R (Aaron/Greg), Deans Counseling (Nicole/Martha), and AS Presidents (Pearl/Manuel).
- **BP/AP** 5030 Fees – technical review and CCLC update (Initial distribution: February 22, 2021)
 - 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 VPASs (Bill McGreevy/Nicole Salgado) to review BP/AP.
 - Greg Vega, Barbara Gallegos, and Wayne Branker need to review further with the team.
 - We received spring CCLC update on this BP/AP and will require further review.
 - **Update:** This will be redistributed to VPSS's (Jessica/Marsha), Dean/Director/Supervisor A&R (Aaron/Greg/Wayne), and VPASs (Bill McGreevy/Nicole Salgado) for further review.
- **BP/AP** 5035 Withholding of Student Records – CCLC update (Initial distribution: May 24, 2021)
 - This is a Spring CCLC update to reflect changes to Title 5 Regulations that prohibit withholding grades or transcripts to collect a debt.
 - **Action:** A&R Departments (Barbara/Greg/Wayne) and VPSS's (Jessica/Aaron) will review this BP/AP.
 - **Update:** This is still being reviewed by A&R Departments (Aaron/Greg/Wayne) and VPSS's (Jessica/Marsha).
- **BP/AP** 5050 Student Success and Support Program – CCLC update (Initial distribution: August 23, 2021)
 - CCLC updated this policy to add optional language to highlight diversity, equity, and inclusion issues.
 - **Action:** Myra will forward the CCLC recommendations along with our version to VPSS' (Marsha/Jessica) to review with their departments and Deans of LTRC (Eric/Jodi).
- **BP/AP** 5510 Off-Campus Student Organizations – 6-year review (Initial distribution: May 24, 2021)
 - This is a 6-year review. Based on a recent CCLC version, the references on the BP were updated.
 - **Action:** This will be reviewed by our Deans Student Affairs (Sara/Lauren), VPSS (Jessica/Aaron), and sent to CAPS (Nicole Conklin).
 - **Update:** Per Nicole Conklin, she suggests we hold off on review due to uncertainty of Sheriffs contract status. It has yet to be negotiated and taken to the board for review.
- **BP/AP** 5520 Student Discipline Procedures – CCLC update (Initial distribution: August 23, 2021)
 - CCLC updated this policy to add optional language to highlight diversity, equity, and inclusion issues.
 - **Action:** Myra will forward the CCLC recommendations along with our version to VPSS' (Marsha/Jessica) and review with Deans of Student Affairs (Lauren/Sara).

2nd READ

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UPCOMING 6-YEAR REVIEWS

- **BP/AP** 4240 Academic Renewal

D. Enrollment and Student Experience (Nicole Jones)	SEM workgroup Student experience report from Nicole Jones
E. Student Fraud	Office of investigation group in Financial Aid. We need to follow up on Attendance data. IT is still running queries weekly. Both A&R and Financial Aid have been working on a task force. PLF is daily. There has been many PLF Students ask well. Today 8,655 holds placed 3,000 for application fraud. We worked with A&R to come up with a rubric to assist. As we keep changing so too are the fraudsters methods.
F. Self-Service Filters	Kerry is working on getting another meeting together in October and get the work moving.

G. Colleague Coding for Spring Term to Separate Out Intersession Term	We are looking at breaking out spring and intersession. There have been many impacts identified, but we are not moving forward, we are just looking at how it would work.
H. Data Impact Team (DIT)	<p>Student Fraud update see above. The group wants some kind of documented process of drops and see how it will happen. They happened in the summer but not in the fall. We will not do any drops without permission.</p> <p>Self-service no more than 4 lines. Some messages are too long. We need to put some standards in place.</p> <p>Business holds will start on Nov 8th. If students owe money they cannot add or drop. Registration starts Nov 15th so it gives them a week to clear.</p> <p>Drop for non-vaccine or non-test. Dropping has had an impact on students and departments. We would like to have a debrief meeting to go over what worked what did not. There is a plan to be more strategic. We need to review for the traffic that will happen in spring. Would like to have some reps from DIT at this debrief.</p>
I. Promise Updates	Promise Policy Update on enrollment. Cynthia went over the numbers 2020 vs 2021. She will bring back this data to our meeting next month.
J. Curriculum	Working on curriculum packet to go to the board in Nov. Number of programs. DE courses will not be in self-service until board approval.
K. Guided Pathways	No updates to Guided Pathways
L. Strong Workforce	<p>The whole region is looking at the strong workforce employers</p> <p>Looking at doing Equity projects for living wage.</p>
M. Other Discussion Items	N/A
N. Next SISC Meeting	Monday, October 25, 3:00-5:00 PM, Zoom