



## 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.

## MEETING NOTES

Monday, October 25, 2021, 3:00–5:00 p.m.

Zoom- <https://cccconfer.zoom.us/j/92823987201?from=addon>

VC Student & Institutional Success	Vacant	<input type="checkbox"/>	Dean, Counseling Services-GC	Martha Clavelle	<input checked="" 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 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 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 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 checked="" 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 type="checkbox"/>	Recorder	Jacqueline Valdivia	<input type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input checked="" type="checkbox"/>	Resource Personnel: Chancellor	Lynn Neault	<input type="checkbox"/>
Faculty Representative-CC	Miriam Simpson	<input checked="" type="checkbox"/>	Resource Personnel: President-GC	Denise Whisenhunt	<input checked="" type="checkbox"/>
Classified Senate Representative-GC	Michele Martens	<input checked="" type="checkbox"/>	Resource Personnel: President-CC	Julianna Barnes	<input type="checkbox"/>
Classified Senate Representative-CC	Ari Ahmadian	<input checked="" type="checkbox"/>			
Admin Association Representative	Barbara Gallegos	<input checked="" type="checkbox"/>			

Discussion Items	Action and Follow-Up
A. Welcome	Jessica welcomed all and the meeting began at 3:05 pm
B. Additions/Deletions to the Agenda	No additions or deletions
C. Board Policies and Administrative Procedures Review	
Distribution for 1 <sup>ST</sup> READ	
• None	

1<sup>ST</sup> 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 1<sup>st</sup> read.
  - Jesus recommended this BP/AP review be led by AS Presidents (Manuel/Pearl).
  - Jesus reported that the final review and edits of BP/AP 2005 are now part of the work of the Board's Advisory Ad Hoc Committee on DEI.
- [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.
  - Jesus reported that this is pending a final review and hopefully should have something to present at next SISC.
- [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 (2<sup>nd</sup> 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 1<sup>st</sup> read.
  - 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).
  - Jane G. reported that the Curriculum Committee reviewed on 10/5 and approved changes; no further changes were recommended.
  - Dee A. reported that the GC Curriculum Committee reviewed the BP/AP as an information item this week and is currently entertaining one minor word change edit. The committee will have official feedback on 10/26/2021. She can share that at the next meeting (the day before).
- [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.
  - Pearl noted Grossmont's EDTCC (Equity) Committee under the Senate is reviewing this BP.
  - Pearl commented she was able to pull the notes from the committee from last spring, and put everything together reviewed it with the committee and then I sent the information to Manuel at Cuyamaca.
- [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).
- Dee A. reported that the Curriculum Committee reviewed as an information item this week and will have official feedback for 10/26. She can share at the next meeting (the day before).
- [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.
  - It was recommended to also have the AS Presidents (Manuel/Pearl) also review this BP/AP.
  - This was reviewed by AS Presidents (Pearl and Manuel) sent on to VPAA (Marshall)
- [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)
    - Good to Go
- [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.
  - 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.
  - Wayne commented we should hold on the review as there is new legislation coming.
- [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.
  - This is still being reviewed by A&R Departments (Aaron/Greg/Wayne) and VPSS's (Jessica/Marsha).
  - Updated by Greg: Good to go
- [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).
  - Eric K. reported that he doesn't have any suggested changes or revisions.
  - Jodi R. reported that she had nothing to add.
  - Marsha and Jessica will make one more review
- [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).
  - 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. Pending Sheriffs contract.

## 2nd READ

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## UPCOMING 6-YEAR REVIEWS

- [BP/AP](#) 4240 Academic Renewal

D. Student Fraud	<p>An update was given by Aaron. He reported that Grossmont received notification from the office of inspection for data. Greg is to meet with Alicia and Aaron. There have been monthly state fraud meetings and a meeting will occur districtwide to discuss what was learned at the Fraud workshop. Barbara attended and made notes to share.</p> <p>Aaron – An email went out to faculty who had taught Grossmont students and there was going to be a follow up to collect information. They have been delayed in collecting information due to technical issues. The technical issues have now been addressed so the email will be going out to faculty and OIG requesting additional attendance information.</p> <p>The email will specify what students are being investigated. A suggestion was made to have both Grossmont and Cuyamaca meet to go over the process to make sure they are aligned. There is also a state fraud meeting coming up.</p>
E. Self-Service Filters	<p>There is no update. The self-service reboot group are trying to get back together.</p>
F. <a href="#">Data Impact Team (DIT)</a>	<p>There will be a delay of publication for the spring schedule until Nov 5 at 12pm. Students will start receiving registration appointments by the end of the day on November 5<sup>th</sup>. Instructional Operations is going to give counselors a copy of the schedule so they will have the information before it is up. Priority registration will begin Nov 15.</p> <p>A discussion on disqualifications for fall was had. A recommendation to not disqualify students for fall was given and requested to Chancellors Cabinet. Jessica will give the recommendation and report back.</p> <p>DIT Wants guidance and Feedback by Nov 18.</p> <p>HEERF funds will be used to forgive students unpaid dept and outstanding dept occurred during COVID. We are removing holds and new ones will not be in place. FA would like to run the BOG disqualification</p>
G. Promise Updates	<p>Cynthia showed the new flyer for Free College high lighting information. Promise students do not know if they are receiving the promise until past the census date. The student ends up owing a bill and this is an issue. Something for us to consider is the possibility for all first semester, first time, students to get promise for the first semester.</p>
H. Curriculum	<p>Dee Aceves GC - Training for certification, with the state chancellor's office are working on getting that final piece of documentation up to the chancellor's office, we have seen a total of 501 curriculum proposals come through. We are looking at planning and organizing and sorting all of our proposals, so that we have a very organized approach to this next year. A lot of legislation coming down the pike that will have big impacts and waves and ripples on curriculum. All of these of impacts will end up in at the curriculum committee in some shape or form.</p> <p>Two of our joint efforts are the curriculum management system - district is collaborating while we are facilitating that work. We are looking forward to having that wrapped up by the end of the term.</p> <p>Dee and Jane G and the DE coordinators are working on reforming our DE proposal. Improving the current version.</p> <p>Jane Gazale - our curriculum packet for Cuyamaca is being voted on by the Senate, this Thursday.</p> <p>About 49 courses that are being that were reviewed and approved, we are especially proud of some of the course additions like graphic design and Center for water studies. We had about 24 distance education proposals so things are moving and we're on time and we're proud of the work we're doing</p>
I. Guided Pathways	<p>Courtney Williams GC -Continuing our work on career mapping and our ADT co leads working with programs. We are working on updating our website. We bought the license for pathways navigation, and we bought the career coach license. When students complete career coach the data will map to our programs. We just had a virtual consultancy last week and started those discussions on what our student success teams could look like for next semester.</p> <p><b>Jesús Miranda CC-</b> The implementation of Comevo looks like it will be up by next semester. This will basically be streamlining the onboarding process and we have created many new modules. We put out the call out for identifying our 10 ACP and pre-ACP leads faculty leads.</p>

J. Strong Workforce	Javier Ayala GC - Gave an update on work-based learning opportunities.
K. Other Discussion Items	<p>Update on student vaccinations. We will be accepting exemptions but will be scrutinized. The new process will make students have to find an online class and if they're not able to find an online class that it will have to be kicked to someone for approval. If you tried to find an online class, there is no online class and therefore we can put you into an in-person class because there isn't an online class, but students have to be tested weekly.</p> <p>We're no longer approving for half vaccinated throughout the semester.</p>
L. Next SISC Meeting	<b>Monday, November 29, 3:00-5:00 PM, Zoom</b>