



STUDENT AND INSTITUTIONAL SUCCESS COUNCIL MEETING MINUTES

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, November 29, 2021, 3:00–5:00 p.m.

Meeting URL: <https://cccconfer.zoom.us/j/96378186471?from=addon>

Meeting ID: 963 7818 6471

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 checked="" type="checkbox"/>
Vice President, Academic Affairs-GC, Co-Chair	Marshall Fulbright	<input type="checkbox"/>	Instructional Dean-CC	Lauren Halsted	<input 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 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 checked="" type="checkbox"/>	Director, Enterprise Systems	Vacant	<input type="checkbox"/>
President, Associated Student Government-CC	Maryam Rammahi	<input type="checkbox"/>	Recorder		<input type="checkbox"/>
Faculty Representative-GC	Taneisha Hellon	<input type="checkbox"/>	Resource Personnel: Chancellor	Lynn Neault	<input type="checkbox"/>
Faculty Representative-CC	Miriam Simpson	<input type="checkbox"/>	Resource Personnel: President-GC	Denise Whisenhunt	<input 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 type="checkbox"/>		Katie Cabral	<input checked="" type="checkbox"/>
Admin Association Representative	Barbara Gallegos	<input checked="" type="checkbox"/>			

Discussion Items	Action and Follow-Up
A. Welcome	Began at 3:05
B. Additions/Deletions to the Agenda	None
C. Board Policies and Administrative Procedures Review	
Distribution for 1 ST 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.
 - 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 (update for 10/25/21 meeting).
- [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 (update for 10/25/21 meeting).
 - Bri Hays reported that IEC subgroups from each college are meeting on 12/1 to align their recommendations, so an update should be available at the SISC meeting following that.
- [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.
 - 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.
 - Bri Hays reported that IEC subgroups from each college are meeting on 12/1 to align their recommendations, so an update should be available at the SISC meeting following that.
- [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 (update for 10/25/21 meeting).
 - 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) (update for 10/25/21 meeting).
 - Dee A. reported that the GC Curriculum Committee will have one minor edit to report on suggested "optional" language.

- [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. The committee hasn't reconvened for the fall.
 - 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) (update for 10/25/21 meeting).
 - **Dee A. reported that the Nursing Dept. needs more time to provide feedback**
- [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 [now Marsha] will review this BP/AP.
 - It was recommended to also have the AS Presidents (Manuel/Denise [now Pearl]) also review this BP/AP.
 - This was reviewed by AS Presidents (Pearl and Manuel) sent on to VPAA (Marshall)
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- [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 of this BP/AP as there is new legislation coming (at 10/25/21 meeting).
- [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 (update for 10/25/21 meeting).
 - Jodi R. reported that she had nothing to add (update for 10/25/21 meeting).
 - Marsha and Jessica will make one more review (10/25/21).
- [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.

2nd READ

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UPCOMING 6-YEAR REVIEWS

<ul style="list-style-type: none"> BP/AP 4240 Academic Renewal 	
D. Condensed Calendar	We will keep this on the agenda for December for Dr. Fulbright to lead the discussion.
E. Probation and Dismissals	We will not have probation or dismissals for the fall 2021 semester. We can continue discussions on Spring 2022 based on guidance from the state. We should continue discussions on communication and long-term support for students in SISC.
F. Self-Service Filters	Kerry Kilber said there is a group meeting 11/30 to discuss Self-Service filters. Reps from A&R, Faculty senate reps and academic deans from each college will be present. The group will discuss the project charter for the self-service upgrade and student information system upgrade. This will occur in three phases but we will bring it back to SISC once there has been some discussion.
G. Data Impact Team (DIT)	<p>Updates from Kerry Kilber:</p> <p>DIT recommend that students who have not cleared the PR holds and are enrolled in classes for the Spring 22 be dropped from their courses. There will be two drops for intersession and one for all other sections. We would like approval to move forward.</p> <p>Fraud Drop Process DIT Recommends:</p> <p>Drops</p> <p>Intersession: Email sent to all PF holds reminding students to clear hold or will be dropped Dec 1st. Drop intersession students with PF holds - Dec 20th.</p> <p>Full Semester/Short Term:</p> <p>Email to be sent December 1st</p> <p>Dropped Jan 14, 22 (DREG Date)</p> <p>SISC Approves of the procedure going forward.</p> <p>A question was asked: What is it that the students need to do to clear this potential fraud hold?</p> <p>Answer: Students will receive correspondence via email to clear something within their account. They will need to call the college at which point they will go through a question process over the phone to verify their student ID.</p>
H. Promise Updates	<p>Cynthia Nagura (<i>update on student survey results</i>)</p> <p>Presented the promise budget: The state has confirmed they will allow us to rollover \$200,000 for an additional year.</p> <p>Cynthia presented a Promise survey. 894 students completed the survey. This was conducted at the end of Spring 21. The major takeaway was that 89% said the promise played a major factor in their decision to continue to a second year. Also 94% said that the eligibility requirements were moderately to extremely clear.</p> <p>Students would also like to see the promise continue into a third year if possible.</p>
I. Curriculum	<p>Dee Aceves – Grossmont's last meeting will be Nov 30. They have reviewed about 130 proposals mostly DE courses in addition to our course additions, modifications required for deadlines that have to do with articulation. They are working on getting the top priority proposals approved by the board. They are in the last few interviews for the Instructional Operations Supervisor position and hope to have a person by the beginning of the year. They have also finalized the curriculum guide and it will be going to the Senate for approval. They have also been watching the tech review and letters of intent and alignment. The articulation officers also provides the board with the report at the end of the year. CMS almost close to the end. They selected a vender and are negotiating.</p> <p>Jane Gazale – Cuyamaca</p> <p>They continue to review curriculum in a timely manner. Our curriculum packet was approved by the Senators before the holiday and it's now moving to the final approval on December 14. Four courses, two distance education proposals and a couple of deletions and deactivations. Three Members of curriculum and academic senate attended the academic senate plenary early this month. The plenary was heavy on discussions, the newly pass bills, especially AB928 and also there was extensive discussion about ethnic studies graduation requirement. This will create some changes in the curriculum process so we will monitor going forward.</p>

J. Guided Pathways	Marsha Gable - Grossmont –No updates at Grossmont just that the GP Team attended the California Guided Pathway Institute. Jesus Miranda - Cuyamaca Only update is that they attended California GP Institute.
K. Strong Workforce	Javier Ayala – Grossmont Did not attend Larry McLemore – Cuyamaca Did not attend.
L. Other Discussion Items	No other discussions.
M. Next SISC Meeting	Monday, December 13, 3:00-5:00 PM, Zoom