



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 Minutes

Monday, March 21, 2022, 3:00–5:00 p.m.

Meeting URL: <https://cccconfer.zoom.us/j/97188603501?from=addon>

Meeting ID: 971 8860 3501

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| 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 type="checkbox"/> | Dean, Counseling-CC | Nicole Jones | <input type="checkbox"/> |
| President, Academic Senate-GC | Pearl Lopez | <input type="checkbox"/> | Assoc. Dean, Student Services & SSSP-GC | Courtney Williams | <input type="checkbox"/> |
| President, Academic Senate-CC | Manuel Mancillas-Gomez | <input type="checkbox"/> | Instructional Dean-GC | Eric Klein | <input 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 type="checkbox"/> | Dean, Admissions & Records, Fin. Aid-GC | Aaron Starck | <input type="checkbox"/> |
| Vice President, Student Services-GC | Marsha Gable | <input type="checkbox"/> | Director, Admissions & Records-CC | Greg Vega | <input type="checkbox"/> |
| Vice President, Student Services-CC, Co-Chair | Jessica Robinson | <input 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 type="checkbox"/> |
| Sr. Dean, Instit. Eff., Success & Equity-CC | Brianna Hayes | <input 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 type="checkbox"/> | Director, Community & Workforce Partnerships | Cynthia Nagura | <input 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 | | <input type="checkbox"/> |
| Faculty Representative-GC | Taneisha Hellon | <input type="checkbox"/> | <i>Resource Personnel: Chancellor</i> | <i>Lynn Neault</i> | <input type="checkbox"/> |
| Faculty Representative-CC | Miriam Simpson | <input type="checkbox"/> | <i>Resource Personnel: President-GC</i> | <i>Denise Whisenhunt</i> | <input type="checkbox"/> |
| Classified Senate Representative-GC | Michele Martens | <input type="checkbox"/> | <i>Resource Personnel: President-CC</i> | <i>Julianna Barnes</i> | <input type="checkbox"/> |
| Classified Senate Representative-CC | Megan Smith | <input type="checkbox"/> | | | |
| Admin Association Representative | Barbara Gallegos | <input type="checkbox"/> | | | |

| Discussion Items | Minutes |
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| A. Welcome | Jessica welcomed and reviewed the agenda times |
| B. Additions/Deletions to the Agenda | Jessica gave an update regarding the BP/AP 2005. It is going to the Senate at GC on 3/21 as an information item for the agenda, and it has been reviewed by the AS equity Committee and Senate Officers. BP/AP 4030 Academic Freedom: Second review by GC AS JEDI committee and Senate Officers, and will review with Cuyamaca SOC. BP/AP 4106 Nursing Programs: The final recommendation is to strike the language as the aid program is no longer operational. Jessica shared the Nursing Programs document. Jessica pointed that there was a loan assumption agreement that was awarded through the California Student Sid Commission, but this is no longer occurring, so that we struck this out. BP/AP 4110 Honorary Degrees: Second review with AS Professional Advancement Committee. |
| - Board Policies and Administrative Procedures Review | |
| Distribution for 1ST READ | |
| - 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).
- **Going to Senate at GC on 3/21 as information item. Has been reviewed by AS equity committee (JEDI) and Senate Officers.**

- [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.
- **Bri Hays reported that the Cuyamaca and Grossmont IE Council/Committee work groups met on Wednesday and identified next steps for the combined work group related to BP/AP 2410 as follows:**
 - o **Research other district processes (codified in BP/AP 2410) and language to incorporate into our BP/AP 2410**
 - o **Identify any gaps in our current BP/AP 2410**
 - o **Recommend changes to BP/AP 2410 to address these gaps**
 - o **Meet in January to report on progress for both BP/AP 3050 and BP/AP 2410**
- Note that the version of BP/AP 2410 that we are working on is the one that includes Jesus's edits as well, so the new version will include stronger language about reviewing BPs/Aps with an equity lens. (Update for 12/13/21 meeting)**

- [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.
- **Bri Hays reported that the Cuyamaca and Grossmont IE Council/Committee work groups met on Wednesday and identified next steps for the combined work group related to BP/AP 3050 as follows:**
 - o **Combine Aps 3050 and 3060 into one Institutional Code of Ethics**
 - o **Change the language from conduct to ethics (moving away from deficit mindset)**
 - o **Clean up accreditation references that incorrect/outdated or typos**
 - o **Remove the references to other BPs/Aps that are not applicable to this AP**
 - o **Clean up consequences section**
 - o **Review and note any recommendations for 2715, 3430, 5500 to ensure alignment**

- Focus Institutional Code of Ethics on employees since there are already separate policies/procedures for board members and students

We are meeting again in January to check in on progress for each of our assigned tasks. (Update for 12/13/21 meeting)

- [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 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.
 - **Second review by GC AS JEDI committee and Senate Officers. Will review with Cuyamaca SOC**
- [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
 - **Dee A. added optional DEI language to BP and AP; noted that loan assumption agreement info is OK as provided based on official statewide document, however, note that Grossmont's Nursing Program is not aware of loan assumption agreements and would like to receive related information if possible. (Update for 12/13/21 meeting)**
 - **The final recommendation is to strike the language as the loan program is no longer operational.**
- [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)
 - **Second review with AS Professional Advancement Committee**
- [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

UPCOMING 6-YEAR REVIEWS

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

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| C. New AVC Dr. Eric Klein | Jessica announced that Dr. Eric Klein has been selected to serve as the Associate Vice Chancellor of Educational Support Services and he will lead the SSIC meetings starting April. She also announced that this meeting is going to be her last meeting as the co-chair for SSIC. Marshall will no longer cochair as well. |
| D. Enrollment Management | Jessica said both colleges are in the process of applying for an enrollment management program. Jessica mentioned that both colleges had interviews and they are moving ahead and hopefully both colleges will be accepted into the program. |
| E. Student Information Systems Upgrade Update F. Colleague Financial Aid Update G. MIS Data Integrity Update | Kerry wasn't able to attend the meeting but she sent an email to Jessica. Jessica read Kerry's email to the attendees: Kerry said she doesn't have an update in regard to the Data Integrity Team, but if she has anything she'll send it our way. In regard to the Student Information System Upgrade Project update, she said that the significant update is that, in order to move forward with upgrading the system to better serve students, we need to move seven of the nine rosters away from Webadvisor and to Self-service during the Semester. The go live date for the new rosters in Self-service is April 20th. The seven rosters moving to Self-service on April 20 are roster, census, attendance class, contact roster, waitlist permissions, and grading. Grading for positive attendance will remain on Webadvisor for now but will eventually move over. Jessica said that Barbara and Kerry just presented this to the Grossmont Academic Senate this morning and will present it to the Cuyamaca Academic Senate on Thursday. An email will go out to all faculty explaining the change and resources and trainings available. Kerry sent a link to the Webpage that created for the new faculty, and Jessica copied the link and put it in the chat. The remaining 2 rosters (drop roster and the positive attendance will move at a later date – TBD). She said if anyone has any questions about the faculty rosters or the SIS Upgrade Project to email SISUpgrade@gcccd.edu with their questions or submit their concerns via a form. |
| H. Data Impact Team (DIT) | No additional updates |
| I. Calendar Committee (Juneteenth) | Jessica stated that it was brought up that they needed to look at the Juneteenth holiday and see what day we were going to have this in June as the actual date falls on a weekend. She said an email was sent to some members of the Academic Calendar Committee recommending the date of June 20 th . This date is being moved up to the Chancellor's cabinet for approval. |
| J. AP/BP 4100 | Jessica read briefly about AP/BP 4100 that catalog rights for California Community colleges are local decision and likely to be included in AP/BP 4100, however, upon review of our 4100s we were unable to locate any language around catalog rights so currently our catalog rights only extend to continuous enrollment in that district. Jessica invited Jane and Dee to give an update and share a link in chat. |

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| | <p>Dee mentioned they are being student centered and flexible for students and looking at continuous enrollment. She mentioned that she emailed Jessica with the information from how the CSU interprets catalog rights, so this came into play significantly with the Ethnic Studies requirement that rolled out for the CSU last year and our students were able to choose whether or not they wanted to continue with the previous catalog or take a new one whether they enrolled with us, or with the CSU and this is bringing up that conversation and we wanted to review our policy, so we looked at AP/BP 4100 and there was no specific language on catalog right. She added if they can possibly extend choices so that our students have more range of flexibility when it comes to catalog rights. She added they collected some information around how this could be expanded or be more student friendly.</p> |
| <p>K. Discussion on registration priorities for RISE, ASGC/ASGCC, Cuyamaca Scholars, Grossmont Justice Scholars, and Kumeyaay students.</p> | <p>Miriam and Martha gave an update regarding the discussion on registration priorities for RISE, ASGC/ASGCC, Cuyamaca Scholars, Grossmont Justice Scholars, and Kumeyaay students.</p> <p>Miriam said that SSEC committee discussed that there are student populations that should have highest support, so they are hoping that they could get those student groups into priority registration process as they've done for some other groups.</p> <p>Martha said that Grossmont submitted an application for their justice scholars and they may now be able to code currently incarcerated and formerly incarcerated students.</p> |
| <p>L. Promise Updates</p> | <p>No update</p> |
| <p>M. Curriculum</p> | <p>Jane and Dee gave a brief update regarding the Curriculum.</p> <p>Jane said they working on a big packet for the May Board.</p> <p>Dee said she and a few other individuals from the Academic Senate will be attending Spring Plenary coming up in April. Also, they are looking to begin their travel request for Curriculum Institute in Riverside in July and it is a hybrid event, in person, as well as online. She added they are following the legislation they've recently learned about AB 1705, which is a follow up bill to 705, and they've been making adjustments to curriculum that has Intermediate Algebra prerequisite so trying to address that as best as possible as they will not be offering Intermediate Algebra in the Fall semester, and probably most likely Spring as well. She added today at the Academic Senate our curriculum guide was approved so that'll be posted to their website, and they are also looking to make an update to the local general education pattern so that's up for discussion and review at curriculum.</p> |
| <p>N. Guided Pathways</p> | <p>Courtney gave an update regarding the Guided Pathways. She shared that Grossmont and Cuyamaca got grants, with the pathway's navigation. She added the grant is to support the regional colleges and expand and develop innovative onboarding practices, outreach and engagement and looking at how to support are disproportionately impacted students, and how to get more embedded into the Community. Jessica said she knows that Cuyamaca is gearing up to go to Costa Mesa for the California guided pathways 2.0.</p> |
| <p>O. Strong Workforce</p> | <p>Bri gave an update regarding the Strong Workforce. She said that Workforce Faculty Institute which is part of course that we've launched Regional Collaborative. She added in Cuyamaca they have 23 faculty enrolled in the training and are looking forward to working with them on their practitioner level the segregated data and identifying a project that will address the gaps in their classes.</p> |
| <p>P. Other Discussion Items</p> | <p>None</p> |
| <p>Q. Next SISC Meeting</p> | <p>Monday, April 25, 2022 3:00-5:00 PM, Zoom</p> |