



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, April 25, 2022, 3:00–5:00 p.m.

Meeting URL: <https://cccconfer.zoom.us/j/92312833666>

Meeting ID: 923 1283 3666

AVC, Educational Support Services (Chair)	Eric Klein	<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 Willis	<input type="checkbox"/>
President, Academic Senate-CC	Manuel Mancillas-Gomez	<input type="checkbox"/>	Instructional Dean-GC	Vacant	<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"/>	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 type="checkbox"/>	Resource Personnel: President-CC	Julianna Barnes	<input type="checkbox"/>
Classified Senate Representative-CC	Megan Smith	<input type="checkbox"/>			
Admin Association Representative	Barbara Gallegos	<input type="checkbox"/>			

Discussion Items	Action and Follow-Up
A. Welcome	Eric provided a welcome and brief overview of the agenda items.
B. Additions/Deletions to the Agenda	Added BP/AP 5070 – Attendance Accounting as part of the (E.) Student Information Systems Upgrade Update
- Board Policies and Administrative Procedures Review	
Distribution for 1 ST READ	

1ST READ

- [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)
- Action item (April) – Eric will reach out to Jesus and Joan for update in advance of May SISC 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
 - o 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)
- Per Joan, going to Grossmont Academic and Classified Senate in May. Per Manuel, Cuyamaca is taking voting action at next Academic Senate meeting.
 - Action item (April 2022) – keep on agenda and plan for update at May SISC 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).
 - Action item – Eric will reach out to Marsha and Jessica for update in advance of May SISC meeting.
-
- [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
- April 2022 update – Pearl and Manuel indicated that both Academic Senates are taking a second review based on statewide meetings.
- Action item (April 2022) – keep on agenda and plan for update at May SISC meeting.

- [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.
- April 2022 update – Per Pearl, went back to Grossmont Professional Development Committee. Pearl will check with Nadra for updates.
- Action item (April 2022) – keep on agenda and plan for update at May SISC meeting
-
- [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).
- Action item – Eric will reach out to Greg, Barbara, and Wayne in advance of May SISC 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).
- No additional update as of April 2022.
- Action item – Eric will reach out to Marsha and Jessica for update in advance of May SISC meeting.

- [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.
- Action item – Eric will reach out to Marsha and Jessica for update in advance of May SISC meeting.

2nd READ

- BP/AP 2005 Student Success, Equity, and Access
- April 2022 update – Has been vetted by both Academic Senates.
- Action item – Eric will forward to DEC.

UPCOMING 6-YEAR REVIEWS

- [BP/AP 4240 Academic Renewal](#)
- This is a 6-year review
- Aaron, Greg, and Taneisha identified as leads, as well as Counseling Departments and Academic Senates.

C. Probation and Dismissals	<p>Since the beginning of the pandemic it was decided that we would not disqualify students, but rather continue them on a probation status so they could continue to receive services and attend classes at the colleges. We are approaching the end of the Spring 2022 term and DIT will need guidance as to whether we will continue this practice again at the end of the term, or return to our regular process of dismissal.</p> <p>DIT had a recommendation to NOT dismiss students at the end of this term to keep the processes performed for the Academic Year 2021-2022 the same, and resume regular dismissal procedures beginning with the Academic Year 2022-2023, which would be run at the end of the Fall 2022 term.</p> <p>Recommendation was to maintain current processes intact for this academic year.</p> <p>Action item –Jesus, Manuel, Pearl, Marshall, Aaron, and Greg will connect/convene prior to May SISC meeting.</p>
D. Enrollment Management	Upcoming Strategic Enrollment Academy commences in June. Participants from both Colleges. Both Colleges did self-assessment. Will be working with coaches on monthly basis on selected plan. Grossmont will be working on retention, and Cuyamaca will be working on incorporating guided pathways in class schedule.
E. Student Information Systems Upgrade Update	<p>Kerry provided update. Wayne Branker is incoming functional lead. Barbara Gallego the outgoing functional lead. Goal is to improve registration experience for students. Went live with new faculty rosters in Self Service. IT project website regularly updated. Handbook and virtual Zoom support sessions. Roster implementation went very well.</p> <p>AP/BP 5070 (Attendance Accounting) – Eric will send to Aaron, Greg, Manuel, Pearl, and Barbara as this AP/BP is up for 6-year review.</p>
F. Colleague Financial Aid Update	Discovery call with Ellucian took place on April 6 th . Work is moving forward. Waiting now on updated implementation timeline. Location policy will need to be developed for students and will come to SISC in future meeting. Will have important implication for guided pathways. Project update or charter will be shared at upcoming meeting.
G. MIS Data Integrity Update	District engaged with Cambridge West to assess our MIS Data Integrity. 134 people were interviewed. There is an MIS Data steering committee. 126 page report of findings. Presentation upcoming from consultant to Chancellor's Cabinet. Then we'll start to move forward on addressing 10 overarching recommendations.
H. TCC/TAC Update and Proposed Changes	SISC endorsed recommended changes. Technology Planning and Policy Council (TPPC) recommended to replace TCC, and Technology Operations Committee (TOC) recommended to replace TAC. Kerry will provide additional update at May SISC meeting with next steps in potentially implementing proposed changes. Overarching goal to have these changes in place for fall.
I. Data Impact Team (DIT)	Update regarding Probation and Dismissals provided earlier in meeting. No additional update for this month.
J. Calendar Committee (Juneteenth)	Master class schedulers have been completing a draft calendar. Meeting soon regarding next series of academic calendars.
K. AP/BP 4100	This is in regard to catalog rights. Dee discussed gathering information, and more information for next meeting. Jane concurs. This item will stay on the agenda for May SISC.
L. Discussion on registration priorities for RISE, ASGC/ASGCC, Cuyamaca Scholars, Grossmont Justice Scholars, and Kumeyaay students.	Brought up in March meeting, and we need to update/revise. Should add UMOJA and PUENTE, and potentially other groups. Request to add individual groups to BP/AP. We need to determine which groups to add, and then revise BP/AP. Jesus volunteered to take lead, and Eric will reach out to Jessica and Marsha for additional volunteers.

AP/BP 5055	
M. Promise Updates	Cynthia shared enrollment and persistence trends from 4-years of Promise. Experienced decrease in enrollment as result of pandemic (and in alignment with decrease across the District).
N. Curriculum	Dee and Jane provided updates. Discussed spring plenary and adoption of DEI handout. We will see formal adopted version at a later date. General education policies now aligned for both Colleges. Both Colleges planning to attend Curriculum Institute this summer. Both Colleges also very busy reviewing curriculum in advance of Board meeting.
O. Guided Pathways	California Guided Pathways Institute upcoming this week focused on onboarding and connecting career to onboarding process. Websites being updated. There is a grace period for us to use funds for Pathways efforts. Grossmont will have teams to address (faculty and staff) to advance efforts.
P. Strong Workforce	No updates.
Q. Other Discussion Items	Manuel shared information about the Amapola.Periodismo Project and the May 5 th event.
R. Next SISC Meeting	Monday, May 23, 2022 3:00-5:00 PM, Zoom