



Student and Institutional Success Council

[Charge](#)

NOTES

January 22nd, 3:00 pm – 4:30 pm

[Zoom](#)

Council Members

Name	Title	Attendance
Agustin Albarran	Interim Vice President, Academic Affairs - GC	<input checked="" type="checkbox"/>
Agustin Orozco	Dean, Counseling - CC	<input type="checkbox"/>
Barbara Gallego	Interim Associate Vice Chancellor, Ed Support Services (Chair)	<input checked="" type="checkbox"/>
Brianna Hayes	Interim Vice President, Student Services - CC	<input checked="" type="checkbox"/>
Courtney Willis	Assoc. Dean, Student Services & SSSP - GC	<input checked="" type="checkbox"/>
Cynthia Nagura	Director, Community & Workforce Partnerships	<input checked="" type="checkbox"/>
Deborah Chow	Instructional Dean - GC	<input checked="" type="checkbox"/>
Gary Johnson	Faculty Representative - GC	<input type="checkbox"/>
George Dowden	Dean, Career & Technical Education - CC	<input checked="" type="checkbox"/>
Jane Gazale	Curriculum Committee Faculty Co-Chair - CC	<input type="checkbox"/>
Javier Ayala	Dean, Career & Tech. Ed/Workforce Development - GC	<input checked="" type="checkbox"/>
Jeanie Machado Tyler	Vice President, Instruction - CC	<input type="checkbox"/>
Jesus Miranda	Dean, Student Success & Equity - CC	<input type="checkbox"/>
Joan Ahrens	Int. Sr. Dean, College Planning & Institutional Effectiveness - GC	<input checked="" type="checkbox"/>
Kerry Kilber Rebman	Assoc. Vice Chancellor, Technology	<input checked="" type="checkbox"/>
Lauren Halsted	Instructional Dean - CC	<input checked="" type="checkbox"/>
Manuel Mancillas-Gomez	President, Academic Senate - CC	<input type="checkbox"/>
Manny Lopez	ASGC President - CC	<input type="checkbox"/>
MariaDenise Aceves	Curriculum Committee Faculty Co-Chairs - GC	<input checked="" type="checkbox"/>
Marissa Salazar	Faculty Representative - CC	<input type="checkbox"/>
Marsha Gable	Vice President, Student Services - GC	<input checked="" type="checkbox"/>
Martha Clavelle	Dean, Counseling Services - GC	<input checked="" type="checkbox"/>
Megan Smith	Classified Senate Representative - CC	<input type="checkbox"/>
Michele Martens	Classified Senate Representative - GC	<input checked="" type="checkbox"/>
Pam Wright	Director, Enterprise Systems	<input checked="" type="checkbox"/>
Pearl Lopez	President, Academic Senate - GC	<input checked="" type="checkbox"/>
Tashaurie Rogers	Director, Admission & Records, Cuyamaca College	<input checked="" type="checkbox"/>
Victoria Rodriguez	Interim Dean, Student Success & Equity - GC	<input type="checkbox"/>
Wayne Branker	Admin Association Representative	<input type="checkbox"/>
Vacant	Rep, Associated Student Government - GC	<input type="checkbox"/>
Brianna Hayes	Sr. Dean, Institutional Effectiveness, Success & Equity - CC	<input type="checkbox"/>
Vacant	Dean, Admissions & Records and Financial Aid - GC	<input type="checkbox"/>
<i>Denise Whisenhunt</i>	<i>Resource Personnel: President - GC</i>	<input type="checkbox"/>
<i>Jessica Robinson</i>	<i>Resource Personnel: President - CC</i>	<input type="checkbox"/>
<i>Lynn Neault</i>	<i>Resource Personnel: Chancellor</i>	<input type="checkbox"/>

Steve Abat, Lauren Vaknin
New Cuyamaca VP next month

Meeting Objectives
1. BP/AP Review and Status Updates
2. Organizational and Informational Updates



Agenda Item	Documents
<p>A. Welcome and Introduction</p> <ul style="list-style-type: none"> - Moving forward, SISC Meetings will not be schedule on first day of Professional Development Week, as requested. Prefer first day of school. - Bri shared that the new Vice President of Student Services, Victoria Marron, begins this week and will be attending SISC. Bri will remain on SISC in her role as Sr. Dean of Institutional Effectiveness, Success & Equity. 	
<p>B. BP/AP Update</p>	
<p>1. AP 5055 (Enrollment Priorities) was approved in November to be submitted to DEC but withheld as it does not align with AB368 - which states that CCAP students are to receive the same priority registration assignment as Middle College students.</p> <p><u>Note:</u> We have about 2,200 CCAP students and about 30 Middle College</p> <p><u>Discussion:</u> It was determined that we will further discuss in February allowing for constituency review and discuss.</p> <p>Next Steps: Members to share and review with constituency groups February Agenda: Discussion to determine priority registration order</p> <p>2. The four (4) informational only BP/APs are NEW, created by IT. Steve Abat and Kerry shared what led to the creation of the BP/APs; the IT vetting process completed, and highlighted details. Members had no questions.</p> <p>Submitted to DEC on 1-23-24</p>	
<p>3. 2023-2024 Goal = Review 34 BP/APs for compliance</p> <ul style="list-style-type: none"> - 2-3 BP/APs submitted to DEC each month! 	
1) Informational Only	
<p>1) Information Security</p>	<u>Number TBD</u>
<p>2) Data Classification</p>	<u>Number TBD</u>
<p>3) Email Encryption</p>	<u>Number TBD</u>
<p>4) Vendor Risk Management</p>	<u>Number TBD</u>
2) 1st Read	
<p>1) Student Conduct Procedures <i>Marsha Gable</i></p> <p><u>Recommendation:</u> Marsha explained that the Student Conduct Procedures regarding appeals at the colleges do not align. The recommended changes are a result of meetings with the Student Affair Deans. Mainly stating that once the College President makes a determination, the disciplinary process is complete.</p> <p>Next Steps: AP 5520 sent 1-24-24 to Pearl and Manuel for review March Agenda: 2nd Read or update</p>	<u>AP 5520</u>



Agenda Item	Documents
3) 2nd READ	
<p>1) Independent Study <u>Note:</u> 1st Read in September <u>Update:</u> Dee and Jane approved with no changes <u>Approval:</u> No further discussion, SISC approved submitting to DEC Submitted to DEC on 1-23-24</p>	<p>BP/AP 4101 (current) 6-Year Review</p>
<p>2) Probation, Dismissal, and Readmission <u>Update:</u> Workgroup outcome - leave language as is, adding interchangeable language and Probation, Dismissal, Readmission Data Reporting is not optional but required. Note at end explains interchangeable language. <u>Discussion:</u> Barbara explained the interchangeable language and noted that ESS and A&R will collaborate to communicate to students. <u>Next Steps:</u> Barbara to schedule meeting in February Completed - Scheduled 2-9-24 March Agenda: 3rd Read or update</p>	<p>AP 4250, V2 CCLC Update #42 and #38 <i>Legally required</i> BP 4250, V2 CCLC Update #38 <i>Legally required</i></p>
<p>3) Career and Technical Programs <u>Note:</u> 1st Read in October <u>Update:</u> Sent to Pearl and Manual 11-7-23. Pearl: Grossmont did not have updates <u>Approval:</u> No further discussion, SISC approved submitting to DEC Submitted to DEC on 1-23-24</p>	<p>BP/AP 4102, V1 6-Year Review</p>
4) BP/APs in Review: PENDING UPDATES	
<p>1) Institutional Code of Conduct <u>Note:</u> 1st Read in April, second 1st Read in October assigned for review. <ul style="list-style-type: none"> - Linda Beam - Academic Senate - Classified - Admin Association - HRAC <u>Update:</u> Barbara and Linda are meeting this week <u>Next Steps:</u> <ul style="list-style-type: none"> - Barbara to share updates of meeting with Linda Beam February Agenda: Update</p>	<p>AP 3060, V1 Technical Review with College recommendations</p>
<p>2) Attendance Accounting <u>Note:</u> 1st Read in April, delayed A&R review due to staffing. 2nd 1st Read in September. <u>Update:</u> The A&R and Academic Senate meeting on 1-16-24 canceled. <u>Next Steps:</u> Barbara to re-schedule meeting in February Completed - Scheduled 2-9-24 March Agenda: 2nd Read or update</p>	<p>BP/AP 5070, (current) Technical Review</p>



GROSSMONT-CUYAMACA
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Agenda Item	Documents
<p>3) Course Adds and Drops <u>Note:</u> 1st Read in September. <u>Review Steps:</u> A&R <u>Update:</u> Sent to Marsha, Bri, and Wayne for review, 10-4-23, to add intervention programs. Counseling Chairs and VPs met and shared feedback. <u>Discussion:</u> <ul style="list-style-type: none"> - Bri highlighted that we do not have a formal intervention in place. - Marsha noted that a couple of her teams (SSSP, FYE) would like to develop a more comprehensive was to address probation <u>Proposal:</u> Barbara asked to group if we state something general in the AP, while the colleges are simultaneously working on interventions. <ul style="list-style-type: none"> - SISC agreed to add "Retention and Counselling Services" in AP 5075 <u>Next Steps:</u> AP 5057, V2 sent 1-24-24 to Wayne and Tashuarie for review <ul style="list-style-type: none"> - If there are no recommendations, SISC approved to submit to DEC Completed Submitted to DEC on 1-29-24</p>	<p>AP 5075, V1 CCLC Update #42 <i>Legally required</i></p>
<p>4) Fees <u>Note:</u> 1st Read in September 2nd Read in October. <u>Update:</u> Barbara and Wayne met and drafted language <u>Next Steps:</u> <ul style="list-style-type: none"> - Barbara to add revised language February Agenda: 3rd Read</p>	<p>AP 5030 V1 CCLC Update #42 <i>Legally required</i></p>
a. BP/APs Pending Review	
<p>1) Pass/No Pass <u>AP in Review:</u> Sent to Pearl and Manuel, 1-18-24 March Agenda: Update or 2nd Read</p>	<p>AP 4232, V1 CCLC Update 42/Addendum <i>Legally advised</i></p>
<p>2) Non Resident Tuition <u>AP in Review:</u> Sent to A&R and VPs, 1-18-24 March Agenda: Update or 2nd Read</p>	<p>AP 5020, V1 CCLC Update 42 <i>Legally required</i></p>
<p>3) Associated Students Elections <u>BP in Review:</u> Sent to Sarah Varghese and Lauren Vaknin, 1-18-24 Completed: Submitted 1-25-24 with recommended changes. February Agenda: 2nd Read</p>	<p>BP 5410, V1 CCLC Update 42</p>
<p>4) Academic Renewal <u>BP in Review:</u> Sent to Martha Clavelle and Agustin Orozco,1-18-24 March Agenda: Update or 2nd Read</p>	<p>BP/AP 4240 (current) 6-Year Review</p>



Agenda Item	Documents
<p>5) Multiple and Overlapping Course Enrollments</p> <p>BP in Review: Sent to A&R and VPs, 1-18-24 March Agenda: Update or 2nd Read</p>	<p>BP/AP 4226 (current) 6-Year Review</p>
<p>6) Course Repetition – Significant Lapse of Time</p> <p>BP/AP in Review: Sent to A&R and VPs, 1-18-24 March Agenda: Update or 2nd Read</p>	<p>BP/AP 4228 (current) 6-Year Review</p>
C. Informational & Operational Items	
<p>1) 2025-2026 Academic Calendar Draft v.2</p> <p><u>Note:</u> Barbara reviewed the outcome of the November meeting regarding the proposal to approve two (2) versions of the 2025-2026 Academic Calendar. The additional calendar, sent to the Governing Board, would not include operational deadlines so as not to affect operations awaiting Board approval.</p> <p><u>Update:</u></p> <ul style="list-style-type: none">- Pearl shared that the proposal was vetted and approved- Barbara shared and discussed V1 at the 12-11-24 DEC meeting and was asked to bring back the two (2) versions after vetted <p>Next Steps:</p> <ul style="list-style-type: none">- SISC members asked to review with their constituents- Barbara to share the draft calendar revisions with the Academic Calendar Committee <p>February Agenda: Update</p>	<p>Draft 2025-2026 Board Calendar</p> <p>2025-2026 Calendar Detail V2</p>
<p>2) Showers Facilities for Homeless Students – Approved</p> <p><u>Note:</u> BP/AP 5220 was approved and sent to DEC 11-30-23</p> <p>SISC asked council to review in January to confirm the operational items were complete</p> <p><u>Completed:</u> Information was included on websites and colleges catalogs.</p> <p>Next Steps: Marsha is working with Jason Allen on details to post outside of Athletics</p> <p>February Agenda: Update</p>	
<p>3) Priority Registration</p> <p><u>Note:</u> Continued discussion from November regarding the process to support Parent Scholars receiving priority registration.</p> <p><u>Update:</u> Barbara shared that we were hoping to use FAFSA or CADAA to do communicate to student. Federal laws have changed and can now longer use financial data except to disburse aid. Parents need to apply.</p> <p><u>Next Steps:</u> Barbara notified SISC via email, 1-29-24, that application forms are available and the deadline is 4-4-24.</p> <p>Completed</p>	



Agenda Item	Documents															
<p>4) Student travel per diem meal allotment</p> <p><u>Proposal:</u> Marsha and Martha discussed in November the need to increase student per diem, hopefully close to staff per diem of \$55.</p> <p><u>Update:</u> Barbara shared proposal at the 12-11-23 DEC meeting. Sahar shared that the District is looking into a true per diem and the student rate would be included in discussion. Barbara shared the need for this to be in place before the next student trip.</p> <p><u>Discussion:</u> Marsha asked how the District would will address increase budget to support the per diem increase.</p> <p>Next Steps: Marsha will review contract to see if some meals are included Barbara to discuss budget increase with Sahar</p>																
<p>5) Student Health Fees and Budget Impact</p> <p><u>Proposal:</u> Marsha discussed in November to increase student health fees to the maximum indicated by the Department of Finance (FA/SP = \$26, SU=\$22) and shared related data. Request to review data of students receiving CCPG where fees are and is the impact.</p> <p><u>Update:</u> Marsha shared the further details and reviewed the Student Health Fees Details document as well as the Region 10 comparison.</p> <div data-bbox="110 1102 954 1335" style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <p>Region 10 Health Fee Cost Comparison</p> <table border="1"> <thead> <tr> <th>College</th> <th>Semester Health Fee</th> <th>Summer Health Fee</th> </tr> </thead> <tbody> <tr> <td>GCCCD</td> <td>\$20</td> <td>\$17</td> </tr> <tr> <td>Mira Costa College</td> <td>\$19</td> <td>\$16</td> </tr> <tr> <td>Southwestern College*</td> <td>\$26</td> <td>\$22</td> </tr> <tr> <td>SDCCD</td> <td>\$21</td> <td>\$17</td> </tr> </tbody> </table> </div> <p>Next Steps: Barbara to share a proposal with impact of BOG A February Agenda: Continued discussion of Student Health Fees</p>	College	Semester Health Fee	Summer Health Fee	GCCCD	\$20	\$17	Mira Costa College	\$19	\$16	Southwestern College*	\$26	\$22	SDCCD	\$21	\$17	<p><u>Student Health Fees Detail</u></p>
College	Semester Health Fee	Summer Health Fee														
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<p>6) AB928 Associate Degree to Transfer Placement – Requirement Taskforce</p> <p><u>Note:</u> Barbara shared in November that conversations with VPs had begun regarding how to address system impact, that ESS has started a write up as a starting point. Next steps is to create an Operational Task Force, the below were identified</p> <ul style="list-style-type: none"> - Counseling – Chairs - Articulation Officers - Courtney - Transfer Center Directors - Vice Presidents of Student Services - Business Analyst (Ruth) <p><u>Discussion:</u> Inquiry as to which aspect of AB298 with task force address? Barbara indicated this is an Operational System-Wide group (Ed Planning, Admissions, and Exceptions to declaring ADT). Dee shared that Cuyamaca is awaiting funding for the additional work).</p> <p>Next Steps: Barbara to schedule meeting with Operational Task Force In progress</p>																																									
<p>7) Drop for Non-Payment</p> <p><u>Update:</u> Barbara shared the FA23 information below, highlighting the drop balance of close to \$1M, with almost having being the nonresident balance.</p> <div data-bbox="94 1157 1016 1776" style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>Unprotected INTL and NRES – 149 students balance \$ 488,000.39</p> <p>Dropped Students – 1,231 Dropped Credits – 9,719.50 Dropped Balance - \$946,994.73</p> <p>Enrollment Totals:</p> <p>Before Drop</p> <table border="1" data-bbox="115 1415 985 1556"> <thead> <tr> <th>Location</th> <th>Headcount</th> <th>Enrld Spaces</th> <th>Enrld Units</th> <th>Contact Hrs</th> </tr> </thead> <tbody> <tr> <td>Grossmont</td> <td>11853</td> <td>31397</td> <td>98770.00</td> <td>127921.48</td> </tr> <tr> <td>Cuyamaca</td> <td>7384</td> <td>18042</td> <td>55096.50</td> <td>70853.12</td> </tr> <tr> <td>***GCCCD Totals</td> <td>16040</td> <td>49439</td> <td>153866.50</td> <td>198774.60</td> </tr> </tbody> </table> <p>After Drop</p> <table border="1" data-bbox="115 1612 985 1753"> <thead> <tr> <th>Location</th> <th>Headcount</th> <th>Enrld Spaces</th> <th>Enrld Units</th> <th>Contact Hrs</th> </tr> </thead> <tbody> <tr> <td>Grossmont</td> <td>10979</td> <td>29252</td> <td>91981.00</td> <td>119154.26</td> </tr> <tr> <td>Cuyamaca</td> <td>6883</td> <td>17079</td> <td>52166.00</td> <td>66998.26</td> </tr> <tr> <td>***GCCCD Totals</td> <td>14910</td> <td>46331</td> <td>144147.00</td> <td>186152.52</td> </tr> </tbody> </table> </div> <p><u>Request:</u> FA23 Drop for Non-Payment student data.</p>	Location	Headcount	Enrld Spaces	Enrld Units	Contact Hrs	Grossmont	11853	31397	98770.00	127921.48	Cuyamaca	7384	18042	55096.50	70853.12	***GCCCD Totals	16040	49439	153866.50	198774.60	Location	Headcount	Enrld Spaces	Enrld Units	Contact Hrs	Grossmont	10979	29252	91981.00	119154.26	Cuyamaca	6883	17079	52166.00	66998.26	***GCCCD Totals	14910	46331	144147.00	186152.52	
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<p>Next Steps:</p> <ul style="list-style-type: none">- Barbara to work with Bri on a report indicating disaggregated data by race and ethnicity and share data and money not collected <p>Next Steps:</p> <ul style="list-style-type: none">- Barbara to share the FA23 Drop for Non-Payment student data <p>Completed - FA23 Students Dropped for Non-Payment disaggregated data included in notes and intranet.</p>	<p><u>FA23 Students Dropped for Non-Payment Data</u></p>
<p>8) IEPI Governance Update and Survey Feedback</p> <p>Update: Barbara shared the District Governance IEPI delayed due to difficulties in securing a Consultant. Meeting with new consultant, Debbie DiThomas is this week. We have filed for an extension through June 2025. The Collegiality in Action Survey reviewed.</p> <p>Next Steps:</p> <ul style="list-style-type: none">- Barbara to share IEPI Survey Summary <p>Completed – IEPI Survey Summary included in notes and intranet.</p>	<p><u>Collegiality in Action Survey Summary</u></p>
<p>9) Degree Audit</p> <p>Update: Barbara to prepare update and share in February. She did note questions asked if we will stop using DARS, No, use of DARS to continue until we fully transition - which will take years.</p> <p>Next Steps:</p> <ul style="list-style-type: none">- Barbara to share update at February meeting <p>February Agenda: Update</p>	

Next Meeting Date:

Monday, February 26th, from 3:00 – 4:30, via Zoom