



GROSSMONT-CUYAMACA  
COMMUNITY COLLEGE DISTRICT

## Student and Institutional Success Council

### Charge

### NOTES

October 28, 3:00 pm – 4:30 pm  
Grossmont Building 31 Room 107

### Council Members

Name	Title	Attendance
Agustin Albarran	Interim Vice President, Academic Affairs - GC	<input type="checkbox"/>
Agustin Orozco	Dean, Counseling - CC	<input checked="" type="checkbox"/>
Amber Toland Perry	Classified Senate, CC	<input checked="" type="checkbox"/>
<b>Barbara Gallego</b>	<b>Vice Chancellor, Ed Support Services (Chair)</b>	<input checked="" type="checkbox"/>
Brianna Hayes	Sr. Dean, Institutional Effectiveness, Success & Equity - 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"/>
Dave Dillon	Faculty Representative - GC	<input checked="" type="checkbox"/>
Deborah Chow	Instructional Dean - GC	<input checked="" type="checkbox"/>
George Dowden	Dean, Career & Technical Education - CC	<input type="checkbox"/>
Jane Gazale	Curriculum Committee Faculty Co-Chair - CC	<input checked="" type="checkbox"/>
Javier Ayala	Dean, Career & Tech. Ed/Workforce Development - GC	<input type="checkbox"/>
Jeanie Machado Tyler	Vice President, Instruction - CC	<input checked="" type="checkbox"/>
Joan Ahrens	Int. Sr. Dean, College Planning & Institutional Effectiveness - GC	<input checked="" type="checkbox"/>
Jonathan Wesley	Interim Dean, Student Success & Equity - CC	<input type="checkbox"/>
Karen Marujo	Academic Senate President - CC	<input checked="" type="checkbox"/>
Kerry Kilber Rebman	Assoc. Vice Chancellor, Technology	<input type="checkbox"/>
Lauren Halsted	Instructional Dean - CC	<input type="checkbox"/>
Manny Lopez	ASGCC, CC	<input type="checkbox"/>
MariaDenise Aceves	Curriculum Committee Faculty Co-Chairs - GC	<input type="checkbox"/>
Marissa Salazar	Faculty Representative - CC	<input checked="" type="checkbox"/>
Martha Clavelle	Dean, Counseling Services - GC	<input type="checkbox"/>
Michele Martens	Classified Senate Representative - GC	<input checked="" type="checkbox"/>
Pam Wright	Director, Enterprise Systems	<input type="checkbox"/>
Perla Lopez	President, Academic Senate - GC	<input checked="" type="checkbox"/>
Sara Markowitz	ASGC, GC	<input checked="" type="checkbox"/>
Tashaurie Rogers	Director, Admission & Records, Cuyamaca College	<input checked="" type="checkbox"/>
Taylor Fiehler	Temporary Classified Senate Representative - CC	<input type="checkbox"/>
Victoria Marron	Vice President, Student Services - CC	<input checked="" type="checkbox"/>
Victoria Rodriguez	Interim Dean, Student Success & Equity - GC	<input type="checkbox"/>
Wayne Branker	Admin Association Representative	<input checked="" 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"/>

### Meeting Objectives

1. Update: SISC and Organizational Groups
2. Discuss: BP's
3. Information Sharing



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Agenda Item	Documents
<b>A. Welcome and Introduction</b>	
<b>B. Information</b>	
<p>1) SISC Updates</p> <p>a. Barbara shared that she has agreed with the Academic Senates request that SISC remains in session until the new District Governance Handbook is finalized.</p> <p>b. Barbara is awaiting feedback from senates regarding new Educational Support Services Council (ESSC) that will replace SISC. The charter was sent to the Academic Senates on 09-24 and the Classified Senates on 10-02.</p> <p>c. Barbara noted that the Financial Aid Audit, is driving the operational needs of this District. She will convene the subject matter experts as needed, to review APs or implement operational needs like AB 91 and Last Day of Academic Engagement.</p> <p><b>Action Item: Review the ESSC charter. Notify Barbara of approval or any feedback, by December 8<sup>th</sup> SISC Meeting.</b></p> <p>2) BP/AP Updates</p> <p>Barbara informed the group that the focus in reviewing BP/APs, beginning this year, is to align with CCLC and compliance with new or revised legislation.</p> <p>Historically GCCCD has changed policies and procedures to an extent that they are under or over customize and do not align and are not clear. She mentioned that some of the BP/APs may have a lot of track changes, but this is only to align with CCLC.</p>	
<b>C. REVIEW Board Policies &amp; Administrative Procedures</b>	
<b>1) 1<sup>st</sup> Read</b>	
<p>1) <b>BP 4050: Articulation</b> <b>Last Reviewed:</b> 2-21-17 Council reviewed.</p> <p><b>Sent BP/APs to VPs Academic Senates, and Curriculum Committees.</b></p>	<p><b><u>BP 4050</u></b> <b>6-Year Review</b> <b>CCLC Update 44</b> <b>Legally Required</b> <b><u>AP 4050</u></b></p>



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Agenda Item	Documents
<p>2) <b>BP 4103: Cooperative Work Experience</b> <b>Last Reviewed:</b> 11-13-18 Council reviewed.</p> <p><b>Sent BP/APs to VPs</b></p>	<p><a href="#">BP 4103</a> 6-Year Review <b>Legally Required</b> <a href="#">AP 4103</a> CCLC Update 43</p>
<p>3) <b>BP 4225: Course Repetition</b> <b>Last Reviewed:</b> 6-20-17 Council reviewed.</p> <p><b>Sent BP/APs to VPs and Academic Senate</b></p>	<p><a href="#">BP 4225</a> 6-Year Review <b>Legally Required</b> <a href="#">AP 4225</a> CCLC Update 42</p>
<p>4) <b>BP 4227: Repeatable Courses</b> <b>Last Reviewed:</b> 7-16-19 Council reviewed.</p> <p><b>Sent BP/APs to VPs and Academic Senate</b></p>	<p><a href="#">BP 4227</a> 6-Year Review <a href="#">AP 4227</a> CCLC Update 43 <b>Legally Required</b></p>
<p>5) <b>BP 5015: Residence Determination</b> <b>Last Reviewed:</b> 7-21-20 Council did NOT review as Update #45 revisions were just released.</p> <p><b>Next Steps: Include Update #45 revisions and review at December SISC meeting.</b></p>	<p><a href="#">BP 5015</a> CCLC Update 39 &amp; 42 <b>Legally Required</b> <a href="#">AP 5015</a> CCLC Update 42</p>
<p>6) <b>BP 4231: Grade Challenges</b> <b>Last Reviewed:</b> 7-17-18 Council reviewed.</p> <p><b>Sent BP/APs to VPs</b></p>	<p><a href="#">BP 4231</a> 6-Year Review <b>Legally Required</b> <a href="#">AP 4231</a></p>
<p>7) <b>BP 4020: Program, Curriculum, and Course Development</b> <b>Last Reviewed:</b> 7-21-20 Council reviewed. The AP states Work Experience is 54 hours for each unit. At the new Attendance accounting webinar, it was mentioned that colleges could round to .25 instead of .5. We have not found this guidance in the PCHA or Title 5.</p> <p><b>Sent BP/APs to VPs</b></p>	<p><a href="#">BP 4020</a> Technical Review <b>Legally Required</b> <a href="#">AP 4020</a> CCLC Update 42,43, 44</p>



<p><b>8) BP 5045: Student Records-Challenging Content and Access Log</b> <b>Last Reviewed:</b> 11-141-17 Council reviewed.</p> <p><b>Sent BP/APs to VPs</b></p>	<p><b><u>BP 5045</u></b> <b>6-Year Review</b> <b><u>AP 5045</u></b> <b>Legally Required</b></p>
<p><b>D. Informational Items</b></p>	
<p><b>1) Update: Governance IEPI</b></p> <ul style="list-style-type: none"><li>a. The District Council Chairs continue to work on the new District Governance Handbook, inclusive of the verbiage from the Governance Summit.</li><li>b. Barbara met with the Deans of Student Affairs to start the conversation about including student government in the governance process. Leadership will reach out – opportunity in January at joint retreat for student government retreat.</li></ul>	
<p><b>2) Update: Standardized Attendance Accounting Method (SAAM)</b></p> <ul style="list-style-type: none"><li>a. The development of the 2026-2027 Academic Calendar is on hold as we are awaiting the State Chancellor’s Office to provide additional guidance on the following:</li><li>b. Census Date—Currently have a standardized primary census date. The SAAM Update would change all census dates to 20% of class meeting days of the section.<ul style="list-style-type: none"><li>– We asked that calculations are based on ALL the days of the section, to allow primary term sections to have the same census date.</li></ul></li><li>c. Refund Deadline –<ul style="list-style-type: none"><li>– Primary sections = 14 days from the first day of the term.</li><li>– Short-term sections = 10% of the meeting days</li></ul><p><i>Which one is it?</i></p></li><li>d. We expect further guidance mid-November, and reconvening the Academic Calendar Committee in early December.</li><li>e. The district hopes to implement the update in 2025-2026, but is may not be possible. Very preliminary numbers indicate apportionment may be less due to some of our classes having a lecture and lab combo that exceed the max hours we will get paid for. Further analysis to be completed.</li></ul>	



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<b>3) Update: Last Day of Academic Activity (LDA)</b> <ul style="list-style-type: none"><li>a. The need for faculty to certify the LDA has been communicated with the colleges via numerous emails.</li><li>b. At times, faculty maybe receiving an email from the sister college to certify the LDA for students who are cross enrolled.</li></ul>	
<b>4) Update: Self Service Rosters</b> <ul style="list-style-type: none"><li>a. ESS and the Directors of A&amp;R are currently working on configuring the rosters with the capability of capturing LDA, eliminating the need for faculty submit spreadsheets.</li><li>b. ESS has updated the <a href="#">Self-Service Rosters Guide for Faculty</a> to include how faculty can capture the LDA.</li></ul>	
<b>5) Update: Common Course Numbering (CCN)</b> <ul style="list-style-type: none"><li>a. Barbara, Jeanie, and Agustin recently attended the CIO's conference. Cheryl Achenbach and Isabelle O'Connor were CCN presenters.</li><li>b. ESS started a draft of the Common Course Numbering Roadmap. Review process: Instructional Ops completed the review and the Vice Presidents are currently reviewing.</li><li>c. The final CCN Roadmap will be shared with the council.</li><li>d. 19 ancillary Systems or processes were identified, that will be impacted by the change. Colleges met with VPs for delegation.</li><li>e. IT and Research are currently assessing the fiscal impact. Once identified, a budget will be shared at DEC.</li></ul>	
<b>6) Update: Colleague to SQL</b> <ul style="list-style-type: none"><li>a. Kerry shared that IT is close to finalizing the Colleague shut down dates of: Friday, 3-28 @ 1:00 to Tuesday, 4-1 @ 1:00.</li><li>b. The timing impacts 19 faculty and IT and A&amp;R are working together regarding the drop process and communication plan.</li><li>c. Kerry facilitated a time for Q&amp;A.</li></ul>	
<b>E. Upcoming BP/APs for Review</b>	
<b>1) 4025: Philosophy and Criteria for Associate Degree and General Ed</b> <b>Last Reviewed:</b> 2-21-17	<b>6-Year Review</b> <b>CCLC Update 44</b>



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2) <b>4060: Delineation of Functions Agreements</b> <b>Last Reviewed:</b> 2-21-17	<b>6-Year Review</b>
3) <b>4229: Course Repetition – Variable Units</b> <b>Last Reviewed:</b> 2-21-17	<b>6-Year Review</b>
4) <b>4233: Grade Forgiveness</b> <b>Last Reviewed:</b> 11-14-17	<b>6-Year Review</b>
5) <b>4234: Dropping Courses</b> <b>Last Reviewed:</b> 11-14-17	<b>6-Year Review</b>
6) <b>4234: Credit for Prior Learning</b> <b>Last Reviewed:</b> 10-13-20	<b>3-Year Review</b> <b>CCLC Update 42</b>
7) <b>5015: Residence Determination</b> <b>Last Reviewed:</b> 7-21-20	<b>CCLC Update 42 &amp; 45</b>
8) <b>5300: Student Equity Plan</b> <b>Last Reviewed:</b> 2-19-19	<b>6-Year Review</b> <b>CCLC Update 42</b>
9) <b>4240 Academic Renewal</b> <b>1<sup>st</sup> Read:</b> April 2023 (A&R requested additional time to review) <b>Update:</b> Previously sent to A&R, VPs, and Academic Senate <b>Request:</b> Senates and Curriculum Committee further review (April 2024) – to review in fall.	<b>6-Year Review</b>

**Next Meeting Date:**

**Monday, December 9<sup>th</sup>, 3:00-4:30**  
**Cuyamaca College (hybrid)**