

Name of Council/Team: Student Success Council	
Date: January 16, 2018 Time: 1:00-3:00	Location/Room #: ARC Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Lisa Lawrenson and Tressa Tabares	
Timekeeper: Lisa Lawrenson and Tressa Tabares	
Note Taker: Lisa Lawrenson and Tressa Tabares	
Attendees: Lisa Lawrenson, Tressa Tabares, Robin Neal, Frank Kobayashi, Heidi Bennett, Adam Karp, Sonia Ortiz-Mercado , Derrick Booth, Pam Chao, Rod Agbunag, Connie Ayala, Jennifer Laflam, Kate Williamson, Susan Andre, Yuj Shimizu, Chris Olson, Michelle Keifer, Gladis Sanchez, Jasmine Fackler-Zavala, Zahra Hassani	
Objective of meeting: Share and discuss updates on work of project teams and state-level	
PREPARATION FOR MEETING: All referenced documents have been shared in our ARC Student Success Council shared folder on ARC Google Drive. Please note that you must be logged into your Los Rios Google account rather than a personal one to access the folders and documents. <ul style="list-style-type: none"> Please read the Student Success Project Teams Progress Reports folder. 	
DISCUSSION ITEMS:	
Topic/Question	Responsible Party and Time Allotted
<ul style="list-style-type: none"> • Introductions/Check In: Who are we and how are we doing? 	Tressa and Lisa (15 minutes)
<ul style="list-style-type: none"> • Student success project team progress reports: What have the teams been working on and what will they be doing next? <ul style="list-style-type: none"> ○ Supporting documents: Student Success Project Teams Progress Reports 	Tressa and Lisa and all (30 minutes)
<ul style="list-style-type: none"> • AB 705 Update: Who is working on this and what have they been doing? <ul style="list-style-type: none"> ○ Supporting document: Chancellor's Office Summary (distributed at meeting on December 5, 2017) 	Lisa (30 minutes)
<ul style="list-style-type: none"> • Communication Plan: When, to whom and how can we inform and solicit input from members of the college community? 	Tressa (30 minutes)
<ul style="list-style-type: none"> • Meeting summary and future agenda items <ul style="list-style-type: none"> ○ Prerequisites Checking and Course Substitution ○ Equity – Planning Discussion 	Tressa and Lisa (15 minutes)

Student Success Council

Meeting Agenda

Date: February 6, 2018 Time: 1:00-3:00pm	Location: ARC Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Lisa Lawrenson and Tressa Tabares	
Note taker: Teresa Helms	
Invited Guests: Parrish Geary and Jason Ralphs	
Objectives: <ul style="list-style-type: none"> • Provide Feedback on Student Success Project Team Project Reports • Understand current pre-requisite and course substitution processes 	
Preparation/Reference/Resources: All items are provided in the shared folder in Los Rios Google Drive and require you to login with your ww+emplID. Links are to folders and/or individual documents. <ul style="list-style-type: none"> • Ready and review each Student Success Project Teams Project Reports: Start Right, IPaSS, Clarify Program Paths. Complete the Feedback Form for each prior to the meeting (ideally, by the end of the day on Monday, February 5). • Review documents related to CCC Guided Pathways Work Plan. This is for information only at this time. No action required. 	
Reports on Previous Action Items: None.	
Decision/Action Items: None.	
<i>Topic/Question</i>	<i>Responsible Party and Time Allotted</i>
<ul style="list-style-type: none"> • Feedback on Student Success Project Team Progress Reports: <ul style="list-style-type: none"> ○ Start Right ○ IPaSS ○ Clarify Program Paths 	Lisa Lawrenson and Tressa Tabares (20 minutes)
Discussion Items:	
<i>Topic/Question</i>	<i>Responsible Party and Time Allotted</i>
<ul style="list-style-type: none"> • Pre-requisite and course substitution processes: What are they? How can they be made more student-centered? 	Parrish Geary and Jason Ralphs (45 minutes)
<ul style="list-style-type: none"> • California Community Colleges Guided Pathways (CCC GP) Work Plan – Overview 	Lisa Lawrenson and Tressa Tabares (15 minutes)
<ul style="list-style-type: none"> • Equity Planning Discussion 	Lisa Lawrenson (20 minutes)

Name of Council/Team: Student Success Council	
Date: February 27, 2018 Time: 1:00-3:00	Location/Room #: Student Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Lisa Lawrenson and Tressa Tabares	
Timekeeper: Lisa Lawrenson and Tressa Tabares	
Note Taker: Teresa Helms	
Attendees: <u>Lisa Lawrenson</u> , <u>Tressa Tabares</u> , <u>Robin Neal</u> , <u>Frank Kobayashi</u> , <u>Heidi Bennett</u> , <u>Adam Karp</u> , <u>Sonia Ortiz-Mercado</u> , <u>Derrick Booth</u> , <u>Pam Chao</u> , <u>Rod Agbunag</u> , <u>Connie Ayala</u> , <u>Jennifer Laflam</u> , <u>Kate Williamson</u> , <u>Susan Andre</u> , <u>Yuj Shimizu</u> , <u>Chris Olson</u> , <u>Michelle Keifer</u> , <u>Gladis Sanchez</u> , <u>Jasmine Fackler-Zavala</u> , <u>Zahra Hassani</u>	
Objective of meeting: Check in, updates from Project Teams, and planning for fall 2018 semester	
PREPARATION FOR MEETING: Review documents for CCC Guided Pathways. No special preparation requested.	
DISCUSSION ITEMS: Project Teams, Achieve at ARC, CCC Guided Pathways	
Topic/Question	and Time Allotted
• Check-In	All (5 minutes)
• Areas of Interest - Survey	Bill Simpson (10 minutes)
• Data on Demand & Data Visualizations - Higher Education Profiles	Research Office (20 minutes)
• Equity Discussion - ATD Follow Up	Pam, Lisa, Tressa (20 minutes)
• CCC Guided Pathways - Action	Jeff (20 minutes)
• Team updates: Follow-up to progress reports	Lisa and Tressa (15 minutes)
• Achieve at ARC Report	Robin (20 minutes)

Student Success Council

Meeting Agenda

Date: March 6, 2018		Location: ARC Board Room	
Time: 1:00-3:00pm		Call-In Number: N/A	
		Call-In Code: N/A	
Facilitator(s): Lisa Lawrenson and Tressa Tabares			
Note taker: Teresa Helms			
Invited Guests: John Aubert, Tony Giusti, Chanin Hardwick, Kate Jaques, Sarah Lehmann, Jessica Nelson, Don Reid, Bill Simpson, Jeff Stephenson			
Objective:			
<ul style="list-style-type: none"> ● Receive updates and provide feedback on work of three project teams - Start Right, IPaSS, Clarify Program Paths ● Learn about the ARC Wayfinder project 			
Preparation/Reference/Resources:			
<ul style="list-style-type: none"> ● Please review Start Right's Recommendations for Achieve@ARC (Fall 2018 Cohort) ● Please review IPaSS Recommendations for Achieve@ ARC (Fall 2018 Cohort) (supporting documents to this report can be found in the IPaSS folder) 			
New Discussion Items:			
Topic		Responsible Party and Time Allotted	
<ul style="list-style-type: none"> ● Check-in 		All (5 minutes)	
<ul style="list-style-type: none"> ● Updates from project teams <ul style="list-style-type: none"> ○ Start Right ○ IPaSS ○ Clarify Program Paths 		John Aubert, Chanin Hardwick Jessica Nelson, Sarah Lehmann Bill Simpson, Tony Giusti (10 minute presentation each + 30 minute discussion = 60 minutes)	
<ul style="list-style-type: none"> ● ARC Wayfinding project update 		Don Reid (20 minutes)	
Follow-up to Previous Discussion Items:			
Topic		Responsible Party and Time Allotted	
<ul style="list-style-type: none"> ● Status Update: Prerequisite and course substitution recommendations 		Lisa and Tressa (10 minutes)	
<ul style="list-style-type: none"> ● CCC Guided Pathways Work Plan Draft <ul style="list-style-type: none"> ○ comments due prior to meeting on 3/20 		Tressa (10 minutes)	

Student Success Council

Meeting Agenda

Date: March 20, 2018 Time: 1:00-3:00pm	Location: ARC Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Tressa Tabares	
Note taker: Teresa Helms	
Invited Guests: John Aubert, Tony Giusti, Chanin Hardwick, Kate Jaques, Sarah Lehmann, Jessica Nelson, Bill Simpson, Jeff Stephenson	
Objective: <ul style="list-style-type: none"> ● Provide feedback and gain clarification on the ongoing work of three project teams - Start Right, IPaSS, Clarify program Paths ● Provide recommendations on the draft of the CCC Guided Pathways Work Plan 	
Preparation/Reference/Resources: <ul style="list-style-type: none"> ● Please refer to the various Student Success Project Teams Progress Reports documents previously provided and shared ● Please review and provide comments on the CCC Guided Pathways Work Plan Draft ● Please review the notes on the Basic Skills Coordinator Role ● Please refer to both the February 6 meeting notes and my specific notes on prerequisite and course substitution processes 	
Decision/Action Items:	
Question	Responsible Party and Time Allotted
<ul style="list-style-type: none"> ● Shall the Student Success Council support the submission of the CCC GP Work Plan? 	Tressa Tabares (15 minutes)
Discussion Items:	
Topic/Questions	Responsible Party and Time Allotted
<ul style="list-style-type: none"> ● Discussion with project team leads (continuation from presentations on 3/6) 	Tressa Tabares (60 minutes)
<ul style="list-style-type: none"> ● What shall the role of the Basic Skills Coordinator be in light of various recent changes? 	Connie Ayala (20 minutes)
<ul style="list-style-type: none"> ● What recommendations should we make to change the prerequisite and/ course substitution processes? 	Tressa Tabares (20 minutes)

Student Success Council

Meeting Agenda

Date: April 17, 2018 Time: 1:00-3:00pm	Location: ARC Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Lisa Lawrenson and Tressa Tabares	
Note taker: Teresa Helms	
Invited Guests: John Aubert, Tony Giusti, Chanin Hardwick, Kate Jaques, Sarah Lehmann, Jessica Nelson, Bill Simpson, Jeff Stephenson	
Objective: <ul style="list-style-type: none"> ● Evaluate and discuss final reports and recommendations from the Student Success Project Teams ● Develop recommendations regarding the prerequisite checking and course substitution processes. 	
Preparation/Reference/Resources: <ul style="list-style-type: none"> ● Please review the final reports from each of the project teams: Start Right, IPaSS, Clarify Program Paths <ul style="list-style-type: none"> ○ Link to Clarify Program Paths Final Report ○ Link to Start Right Final Report ○ Link to IPaSS Final Report ● Please refer to both the February 6 meeting notes and my specific notes on prerequisite and course substitution processes 	
Discussion Items: <ol style="list-style-type: none"> 1. Start Right presentation by Tony Giusti and Bill Simpson, Clarified program paths, assumptions and recommendations. 5 recommendations STEM, BUS, ARTS construction. 2. Manufacturing transportations. 3. Working with Scott Crow for website for college. Program paths committee coming soon on website and will have to maintain maps each year. 4. Help faculty, scheduling info and courses. 5. Equity and social justice help all students, first generation students will benefit most for structured guided exploration. 6. Gateway: <ul style="list-style-type: none"> ○ Collect individual needs ○ Pre-populated Ed Plan ○ Financial Aid Coaching ○ Preterm Experience ○ Students choice ○ Gateway take existing ○ Successful programs ○ Gateway welcoming 	

<p>7. Request for release time for 9 areas of interest dedicated release time for website info and promotional videos.</p> <p>8. Laundry list just an option shock them up front, so they aren't surprised.</p>	
Topic	Responsible Party and Time Allotted
<ul style="list-style-type: none"> ● What are the final recommendations of Student Success Project teams? <ul style="list-style-type: none"> ○ Clarify Program Paths ○ Start Right ○ IPaSS 	Project Team Chairs (20 minutes each; 60 minutes total)
<ul style="list-style-type: none"> ● What recommendations to change the prerequisite and/ course substitution processes should be made by the Student Success Council? 	Tressa Tabares (30 minutes)
<ul style="list-style-type: none"> ● ATD Coaches' Visit Update and Upcoming ATD Annual Reflection Report 	Lisa Lawrenson and Tressa Tabares (15 minutes)

Student Success Council

Meeting Agenda

Date: May 1, 2018 Time: 1:00-3:00pm	Location: ARC Board Room Call-In Number: N/A Call-In Code: N/A
Facilitator(s): Lisa Lawrenson and Tressa Tabares	
Note taker: Teresa Helms	
Invited Guests: Chris Padgett	
Objective: <ul style="list-style-type: none"> ● Decision on student success project teams' final recommendations 	
Preparation/Reference/Resources: <ul style="list-style-type: none"> ● Please review the final reports from each of the project teams: Start Right, IPaSS, Clarify Program Paths <ul style="list-style-type: none"> ○ Link to Clarify Program Paths Final Report ○ Link to Start Right Final Report ○ Link to IPaSS Final Report ● Review The Reading Apprenticeship Framework as an accompaniment to the presentation from Chris Padgett. 	
Decision/Action Items:	
Question	Responsible Party and Time Allotted
<ul style="list-style-type: none"> ● Does the Student Success Council support the final recommendations of the Student Success Project Teams? 	Lisa Lawrenson (60 minutes)
Discussion Items:	
Topic	Responsible Party and Time Allotted
<ul style="list-style-type: none"> ● Reading Apprenticeship - What is it? What is the role of RA Coordinator? How does it fit within the ARC Strategic Plan and redesign efforts? 	Chris Padgett (20 minutes)
Information and Updates:	
<ul style="list-style-type: none"> ● BSI End of Year Reports 	Connie Ayala (10 minutes)
<ul style="list-style-type: none"> ● ATD Annual Reflection report 	Tressa Tabares (10 minutes)
<ul style="list-style-type: none"> ● Proposed Project Teams 2018-2019 	Lisa Lawrenson (10 minutes)