Student Success Council

Meeting Notes

NAME OF COUNCIL/TEAM: Student Success Council	
OBJECTIVE OF MEETING: Provide Updates on Homebase, Textbook Affordability, PD Plan, and other college projects.	
DATE: 03/03/2020 **TIME:** 1:00pm-3:00pm	**LOCATION/ROOM #:** Submarine Conference Room **CALL-IN NUMBER:**NA **CALL-IN CODE:** NA
FACILITATOR(S): Frank Kobayashi and Pam Chao	
TIMEKEEPER:	
ASSISTANT: Teresa Wigner	
MEMBERS PRESENT: Adam Karp, Hironobu Kobayashi, Sarah Lehmann, Kate Williamson, Adam Windham, Susan Andre, Eliza Arata, Kennedy Galvez, Jennifer Laflam, Kathryn Sorensen, Teresa Wigner.	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	
https://docs.google.com/presentation/d/1iZTrThoQPEPLKZY9I_mH3IrB53GjcKDBgsvwK-Zv6yw/edit?usp=sharing	

UPDATES AND BRIEF REPORTS:

Topic	Person(s) Responsible	Notes
Homebase	Frank Kobayashi	Frank provided the group with an update on HomeBase. He discussed the work that the Implementation Team has done related to the Organizational Structure and leadership of HomeBase. He shared that at the last meeting, the team made decisions on the Baseline Services offered. He indicated that the next meeting would focus on continuing the discussion on Organizational Structure, defining roles and responsibilities, HomeBAse locations, and reviewing minimum technology standards. Jennifer Laflam, getting input from students and where in the process Design of home base is important. Senate will provide feedback on the roles of the Faculty coordinators. Counseling needs a private counseling office to help students so that they have privacy with their counselor.
Professional Development Plan	Jen Laflam	Jen provided an update on Professional Development. The draft plan is nearing completion. The team has developed guiding principals, essential conditions, management culture, staffing recommendations, space recommendations, and faculty coordination recommendations. Jen discussed the eight different competencies the team will be recommending.
Corona Virus Update		Frank updated the group on the Corona Virus. Rave alerts were sent out by the District. No positive virus at ARC. There are signs in restrooms to wash your hands. An aggressive cleaning plan has been implemented by Operations. Study Abroad program in Italy has a partnership with Los Rios, Diablo Valley College, Skyline College, and Santa Rosa Junior College. Due to the State Department increasing the Travel Advisory to Level 3 for Italy, a decision was made to cancel the cultural component of the program. Students will be advised to return to the United States. Coursework will be converted to Distance Education.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
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DISCUSSION ITEMS:

Question	Person(s) Responsible	Notes and Next Steps
Textbook Affordability	Kate Williamson and Dan Crump	Kate and Dan Crump talked about text book affordability. Librarian affordable learning materials committee Mission: for ARC students to have open educational resources. Canvas for faculty OER Open Educational Resources. ZTC textbook cost materials. ZTC/OER and Equity . ZTC/OER and Guided pathways. SB 1359 Public post secondary education and course materials. OER and Achieving the Dream 38 colleges in 13 states Guided Pathways. Publisher's response to the Open Texbook Movement. Students have to go on line for a 6 month for online textbook the cost is 100.00. OER share with faculty workload academic Freedom etc. Faculty take a leave of absence for type A and B leaves. OER adoption, Workforce development for CT. If you go on line there is a very good model for Professional development . First reading for next meeting. Draft nearing completion. Strengths and barriers value statement. Structure 8 different competencies.

| | | Presentation slides can be found here: https://docs.google.com/presentation/d/1iZTrThoQPEPLKZY9I_mH3IrB53GjcKDBgsvwK-Zv6yw/edit?usp=sharing |
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ITEMS FOR FUTURE CONSIDERATION:

Topic	Contact Person
DI Team Report	