Student Success Council

Meeting Notes

NAME OF COUNCIL/TEAM: Student Success Council

OBJECTIVE OF MEETING: Discuss forms/process group, update on communications, share ideas for agenda items next year

DATE: 05/04/2021 **TIME:** 1:00pm

LOCATION/ROOM #: https://cccconfer.zoom.us/j/94694923037

CALL-IN NUMBER:+1 669 900 6833 **CALL-IN CODE:** 946 9492 3037

FACILITATOR(S): Frank Kobayashi, Sarah Lehmann

TIMEKEEPER:

ASSISTANT: Beth Madigan

MEMBERS PRESENT: Roderic Agbunag, Nimo Ali, Sharon Gott, Carina Hoffpauir, Adam Karp, Frank Kobayashi, Sarah Lehmann, Adam Windham, Vicki Alonso, Susan Andre, Nisha Beckhorn, Pamela Chao, Jennifer Laflam, Beth Madigan, Jeff Stephenson.

SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):

UPDATES AND BRIEF REPORTS:

| Topic | Person(s) Responsible | Notes |
|---|--|--|
| Check in: what is something you've accomplished this academic year that you feel the most proud of? | Frank Kobayashi & Sarah Lehmann | Check in completed. |
| SSC Perspectives update | Sarah Lehmann | SSC Perspectives were approved by the Executive Leadership Team with the caveat that the Student Success Council work with the Academic and Classified Senates on ways to recruit members who need to meet a specific criteria per the Perspectives. Staggered terms are needed. |
| Final SSC meeting: do we need to meet on May 18? | Frank Kobayashi | On standby for final decision as to whether a May 18 meeting is necessary. |

ACTION ITEMS:

| Question | Person(s) Responsible | Notes and Decision(s) | Next Steps |
|---|--------------------------|-----------------------|---|
| Are there any suggestions for changes to the notes from the previous meeting? | Sarah Lehmann | 0 | Notes were approved by consensus with no changes. |
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DISCUSSION ITEMS:

| Question | Person(s) Responsible | Notes and Next Steps |
|-------------------------------|---------------------------------|--|
| Communications update | Scott Crow | Regarding the best ways to communicate to students per the IPASS Report, a communications "inventory" or "audit" will be conducted as a summer project. Researched what other colleges are doing, and Alamo Community College has a lot to share. A suggestion was made to consider hosting a Listening Session for students to give their feedback. |
| Forms/process group update | Sarah Lehmann / Koue Vang | A Forms & Processes Group comprised of a very diverse group of managers, counselors, classified, IT, Business Services experts, faculty have been meeting to tackle best practices for ARC forms and processes. |
| | | The strategy is to list the forms & processes that are problem areas, categorize and rank them. |
| | | With Centralization of Financial Aid and Admissions/Records, the group will not focus on these areas but request to be part of the District's processes. |
| | | The group is suspended for the summer. |

| Wilat are some or | 1) Certifalization of Financial Aid & Admissions Records, 2) beaver cares Program for Housing | |
|----------------------|--|--|
| the topics/issues | security; 3) Ethnic Studies Update; 4) HomeBases; 5) Employee Retention; 6) DI Reports and | |
| you'd like to see on | continued research; 7) Student communications for First Year Students; 8) Student Design Team; | |
| the Student Success | 9) Metrics of Student Success (AB705, 313); 10) What's Going on with Teaching?; 11) | |
| Council agenda next | Accreditation; 12) Restructuring Programs (UNITE; the HUB); 13) Reopening Transition Update; | |
| year? | 14) Organizational Model | |
| ITEMS FOR FUTURE CON | SIDERATION: | |
| Topic | Contact Person | |
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