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.

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.

What are some of the topics/issues you'd like to see on the Student Success Council agenda next year?		1) Centralization of Financial Aid & Admissions Records; 2) Beaver Cares Program for housing security; 3) Ethnic Studies Update; 4) HomeBases; 5) Employee Retention; 6) DI Reports and continued research; 7) Student communications for First Year Students; 8) Student Design Team; 9) Metrics of Student Success (AB705 , 313); 10)What's Going on with Teaching?; 11) Accreditation; 12) Restructuring Programs (UNITE; the HUB); 13) Reopening Transition Update; 14) Organizational Model

ITEMS FOR FUTURE CONSIDERATION:

Topic	**Contact Person**