

# Student Success Council

## Meeting Notes

<b>NAME OF COUNCIL/TEAM:</b> Student Success Council			
<b>OBJECTIVE OF MEETING:</b> Placeholder			
<b>DATE:</b> 11/15/2022 <b>TIME:</b> 1:00pm		<b>LOCATION/ROOM #:</b> <a href="https://lrccd.zoom.us/j/98023592402">https://lrccd.zoom.us/j/98023592402</a> <b>CALL-IN NUMBER:</b> 1 669 900 6833 <b>CALL-IN CODE:</b> 994 1948 7724	
<b>FACILITATOR(S):</b> Frank Kobayashi and Marianne Harris			
<b>TIMEKEEPER:</b>			
<b>ASSISTANT:</b> Mary Goodall			
<b>MEMBERS PRESENT:</b> Connie Ayala, Mikhail Drobot, Sharon Gott, Marianne Harris, Allyson Joye, Frank Kobayashi, Veronica Lopez, Cesar Reyes, David Shrope-Austin, Robert Snowden, Mary Goodall, Jessica Nelson, Jeff Stephenson, Adam Windham			
<b>SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):</b>			
<b>UPDATES AND BRIEF REPORTS:</b>			
<b>Topic</b>	<b>Person(s) Responsible</b>	<b>Notes</b>	
Check In	Frank Kobayashi and Marianne Harris		
<b>ACTION ITEMS:</b>			
<b>Question</b>	<b>Person(s) Responsible</b>	<b>Notes and Decision(s)</b>	<b>Next Steps</b>
Strategic Planning: Reaffirming ARC Strategic Goals and Reporting on Progress	BJ Snowden	Reaffirmation discussion: The Office of Equity, Institutional Effectiveness, and Innovation - 2017-2021 (previous timeline) Because of Covid-19 (our priorities shifted due to the crisis), uncompleted projects, and unmet goals; we recommend that we reaffirm our previous Strategic Goals. -Work to meet these goals as we move forward. -LRCCD will be reaffirming their Strategic Goals as well. -Aligning with reaffirming our Equity Plan and SEAP. -Assess where we've been and where we're we going to complete these Goals in a more timely manner. -Will be for 2021-2025 timeline, reassessing in 2026-27. SSC affirmed by consensus.	Finalized Plan will be brought to Council at a later meeting.
Bias Response - 2nd Reading	Kolleen Ostgaard and Parrish Geary	Team leads went over the draft including suggestions from other meetings. Including: -Race conscious training for entire team. -Consider a 6-semester appointment to develop processes. -Build up the process for responding to acts of hate by providing information to faculty that will support conversations in the classroom. -Moved research methods up in priority. -Recommended that every member read "Every Student Belongs" Bias Incident Response Guide  Discussion and comments from council members: -This should be added to the ARC Equity Plan -The Office of Equity, Institutional Effectiveness, and Innovation will help with training and implementation. Working closely with the team. SSC affirmed by consensus.	Project Team will bring report to ELT for 2nd reading.

HomeBase Resource Panel - 2nd Reading	Frank Kobayashi, Jeff Stephenson, & Alisa Shubb	The council had read through the report and no further discussion was needed. SSC affirmed by consensus.	
DISCUSSION ITEMS:			
Question	Person(s) Responsible	Notes and Next Steps	
Dual Enrollment (@ 2pm)	Tiffany Mpagazi, Doug Herndon, Kate Jaques	Kate spoke about her team and their mission to provide for Dual Enrollment students at ARC: -CCAP (College & Career Access Pathway) -Referenced AB288 -Work within ARC's Equity Framework -No 1st semester High School freshmen -HCD 310 currently -Sections, FTE and enrollments are way up (i.e. 167 in 2019/1,300+ in 2022)	
Communications Panel	Frank Kobayashi, Jessica Nelson	The leads Jessica Nelson and Scott Crow will collect information from ARC and DO concerning where we collectively get our information now. Then work to determine if this is where we should get our information. -Spring will be for gathering data -Fall will be for implementation. Next steps: Drafting the Charter. SSC affirmed by consensus.	
Insufficient Student Study Space	Marianne Harris	A concern was brought to the council that there is a significant lack of proper spaces for students as we transition to a partial on-campus/off-campus situation. Notes: -How do the students move from a classroom to an online class with nowhere to go? -Issues with good Wi-Fi -Finding places indoors in inclement weather -Finding quiet spaces for speeches and presentations. -Library study rooms are for groups and single patrons may be asked to leave.	
Petitions Project (see attachment from Jason Ralphs, Director of Admission & Records)	Marianne Harris	The Admissions Redesign project is working to improve the petition process from an equity lens. (detailed note in attached files) Notes from discussion: -What does the petition form look like from the student view? -Ask Division offices and HomeBases what the hinderances are from the students perspective. -Can we get info from Research to know the rate of issues for DI groups? -Can we do "usability" testing before this is rolled out? -Will there be online and on ground assistance? -Deans cannot "see" petitions unless it's in their approval queue. -There are minimal notifications, often one email. -There is no process for emails that are sent to previous employees. -MH will share Council feedback/questions with Jason Ralphs	
ITEMS FOR FUTURE CONSIDERATION:			
Topic		Contact Person	
OTHER INFORMATION: Next meeting 12/06/2022 1:00pm			