Student Success Council

Meeting Notes

NAME OF COUNCIL/TEAM: Student Success Council	
OBJECTIVE OF MEETING:	
DATE: 03/05/2025 **TIME:** 1:00pm	**LOCATION/ROOM #:** Community Rooms 1-3 **CALL-IN NUMBER:** **CALL-IN CODE:**
FACILITATOR(S): David Miramontes-Quiñones & Marianne Harris	
TIMEKEEPER:	
ASSISTANT: Melanie Ortega	
MEMBERS PRESENT:	
SUPPORTING RESOURCES (ITEMS READ IN PREPARATION FOR AND/OR BROUGHT TO MEETING):	
UPDATES AND BRIEF REPORTS:	

Topic	Person(s) Responsible	Notes
Welcome & Land Acknowledgement Member Updates Co-Chair Updates - Charters - SEP - Undocu Scholars FAQ	David Miramontes-Quiñones	-School Bus Coordination: Issue that need to be brought to the Operations Council in discussing school bus coordination for students. The ELT will address this issue. -WEAVE Advocate: Tess Covarrubias, a WEAVE advocate, will be on campus every Wednesday. Her office is located in Counseling. -Study Spaces After 7 PM: Discussions are ongoing in collaboration with the VP of Student Services to establish study spaces available after 7 PM. More details to come. -Q&A for Undocumented Students: The District Office (DO) is leading this initiative. All related information will come directly from the DO, and VPs will ensure its dissemination across the college. -Student Equity Plan (SEP) Renewal: The SEP is set to renew in November 2025 under the leadership of the VPI and VPSS. Key considerations: Determining the best way to gather feedback. Institutional Equity Plan (IEP) is expiring. Exploring targeted listening sessions for college-wide engagement, similar to the IEP process.

ACTION ITEMS:

Question	Person(s) Responsible	Notes and Decision(s)	Next Steps
			-Draft Review and Approval Process: Committee members

Student Conduct Framework Draft Vote whether to advance to Academic Senate		0	have reviewed the draft and are preparing to submit it for approval to the Academic Senate and Classified Senate.

DISCUSSION ITEMS:

Question	**Person(s) Responsible**	**Notes and Next Steps**
Student Conduct Framework Draft - Overview of student conduct - Adam Windham, current Disciplinary Officer, will join discussion at 2pm & speak to current process	David Miramontes-Quiñones	-Accessing the Office of Student Conduct: Type "Office of Student Conduct" in the ARC search bar and select Student Conduct Title. Note: You must sign into ARC to access this page.
Technology & Access SSC members identified Technology and Access, specifically observations that technology meant to facilitate access can sometimes create barriers for students, as an area of concern. Minh La, Information Technology Supervisor, will be joining the April 2 meeting to address concerns members raise, so bring your questions to the March 5 meeting (see GoogleDoc for current list).	Marianne Harris	• Please see the attachment for the Google Document for questions • ARC website needs to be updated
Member's Questions: I would like to understand the organizational charts, and understand how we interconnect with other councils -- what's the flow of information look like?	Marianne Harris	-ARC Organizational Chart Updates: The Administrative Organizational Chart currently displays the President and Vice Presidents. The AVP will be added under Student Services in an upcoming update. The chart is slightly outdated and will need revisions. -Vice President of Administration (VPA) Organizational Chart: Covers IT and Operations. The VPA co-chairs the Operational Council alongside a Classified representative. -Student Success Council Leadership: Co-chaired by the VPSSE and VPI, with leadership rotating each semester. -Council Participation in ELT: All Council Members attend the Executive Leadership Team (ELT) meetings. ELT facilitates collaboration across councils and conducts final approvals on key items. -Public Information Officer (PIO): Kaitlyn Collignon serves as the PIO, managing both internal and external communications for the campus.

ITEMS FOR FUTURE CONSIDERATION:		
Topic		**Contact Person**