



Imperial Valley College
Integrated Student Success Committee Meeting
Unapproved Minutes
Wednesday, November 8, 2017
Board Room, Building 10
12:50 p.m. – 1:50 p.m.

Purpose: The Student Success & Equity Committee will provide a platform for collaboration and communication across the college that will result in a shared vision for the college’s categorical funding sources. It will provide direction for student success, equity, and basic skills efforts.

Membership:

	Administrative Representatives:		Academic Senate Representative:
√	Dr. Martha Garcia, VP Student Services (Co-Chair)		Mary Lofgren, President
	Dr. Nicholas Akinkuoye, VP Academic Services (Co-Chair)		Classified Staff Representatives:
√	David Zielinski, Dean of Arts, Letters, and Learning Services		Alexis Ayala, Student Success Specialist
√	David Drury, Dean of Math and Sciences	√	Mike Nicholas, Classified Staff
√	Dr. Lennor Johnson, Dean of Student Services and Special Projects		Student Representative:
√	Betsy Lane, Associate Dean of Workforce Preparation and Community Special Projects		Matthew Limon
	Student Success & Support Program Rep:		Consultants:
√	Norma Nuñez, SSSP Director		Allyn Leon, Math Department Chair
	Student Equity Coordinator:	√	Bettie Montero, Sr. Programmer/Systems Analyst
	Bianca Bisi	√	Frank Hoppe, Reference Librarian
	Faculty Basic Skills Coordinator:	√	Jose Carrillo, Institutional Researcher
√	Audrey Morris, Basic Skills Coordinator	√	Josue Verduzco, Learning Support Services Coord.
	Student Services Coordinators:		Lisa Seals, Director of Financial Aid
	Dolores Diaz, Student Support Services Director	√	Michael Heumann, English Department Chair
√	Kristen Gomez, Articulation Office/Transfer Center Coord.	√	Sydney Rice, ESL Department Chair
	Faculty Representatives:	√	Vikki Carr, Director of Admissions and Records
√	Alex Garza, Professor, ESL Department		Xochitl Tirado, Distance Education Coordinator
√	Christina Shaner, Professor, English Department		
√	Diana Barrios, Non-Credit Counselor		Guests: Norma Nava
√	Rick Castrapel, Professor, Math Department		
	Faculty Non-Basic Skills Representatives:		
√	Dr. Cynthia Spence, Assistant Professor, English Department		
√	Zhong Hu, Math Lab Tutorial Services		Recorder: Mabel Vargas

A. Call to Order

Co-Chair Dr. Garcia called the regular meeting of the Integrated Student Success Committee to order at 12:50 p.m.

B. Approval of Minutes dated October 17, 2017.

Moved for approval by Norma Nuñez / Rick Castrapel. Motion Carried.

C. Discussion Items

1. Goals Review

- Dr. Garcia presented integrated goals to the committee.
 - Recommendations for modifications to goals were made by the committee members.

Action Item: Integrated goals will be updated; activities will be updated, they should correlate to the goals. Please submit suggestions for amendments or recommendations for additional activities to Mabel Vargas by November 17, 2017. A final draft will be presented on November 29, 2017.

- Discussion was held regarding current success for students that have completed ESL courses. Jose Carrillo stated that the Student Success Scorecard is available; measure tracks student success in a six-year time frame. This is a percentage measure of ESL students who complete at least one transfer course. Sydney Rice stated that the state's data is not accurate; calculations by the state and coding changes are not precise. She recommends not to entirely rely on the Student Success Scorecard. Dr. Garcia stated that an internal study was completed for ESL; not correlated to the Student Success Student Scorecard. Jose stated that the data collected during this study was for students who had not completed a transfer level English course, it also reflected students taking transfer classes such as psychology. Bettsie stated that DataMart is also available. Sydney recommended that data requests go through Jose and/or herself for accurate numbers.
- Dr. Garcia recommended submitting the final Integrated Plan to the Chancellor's Office by December 14, 2017.

2. AB 705 Seymour-Campbell Student Success Act of 2012

- Dr. Garcia would like to recommend for departments and curriculum to continue the discussion regarding AB 705. Dr. Garcia has requested from Norma Nuñez an outline on how, as an institution, we are preparing to start implementation of AB705. This legislation becomes effective January 1, 2018.
 - AB 705 requires community colleges to maximize the probability that a student will enter and complete transfer level courses in Math and English within one year and it requires to apply multiple measures when placing students in Math and English.
 - A meeting will be held on November 9, 2017 with local high school principals and a request will be made to automatically forward transcripts to Imperial Valley College. Norma Nuñez stated that transcripts are more accurate than a sole GPA to determine what Math and English classes students will be placed in under multiple measures.
 - Dr. Garcia recommended that discussion regarding AB 705 be held by faculty, who are the experts regarding curriculum and that other committees hold discussions as well.
 - Sydney Rice will be attending a meeting regarding AB 705 in Sacramento on November 21, 2017 and will present updates during the next ISSC meeting.
 - Discussion held regarding assessment methodologies; self-assessment, common assessment, and potentially creating a rubric to depict high school Math and English courses.

Action Item: Sydney will present updates during meeting scheduled for November 29, 2017.

3. Questions/Comments

- Josue presented an update for the Embedded Tutor Program; data provided during last meeting was incorrect; there was a glitch in the program. Funding is not affected.

- Jose Carrillo stated that the Institutional Research team is available to conduct data analysis and create reports.
- Josue updated the committee regarding tutoring services scheduled during Winter 2018:
 - Embedded tutors are scheduled to assist in three ESL courses, two basic skills English courses, one college level English course and four Math basic skills courses.

D. Action Items

1. Math Tutors for Winter 2018 Session – Basic Skills Funds Request

- Proposal to fund Math tutors for Winter 2018 was presented by Zhong Hu.
 - The committee discussed data provided under this proposal.
 - The committee requested additional data prior to moving forward and approving this item. Additional information requested to be presented during the November 29, 2017 meeting:
 - **Action Item:** Provide detailed information regarding how many basic skills students will be served under this proposal. Determine what funding source(s) and what percentage will be applied and expended under each funding source.

Motion rescinded by Dr. Lennor Johnson and Rick Castrapel. Additional information requested prior to moving action item.

E. Next Scheduled Meeting

Wednesday, November 29, 2017 at 12:50 p.m. in Room 810.

F. Adjournment

Meeting adjourned at 1:52 p.m.