



Imperial Valley College
Integrated Student Success Committee Meeting
Minute Meetings
Wednesday, November 29, 2017
Room 810
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:	√	Bettsie 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: Oliver Zambrano, Rosalio Marin
√	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

Meeting was called to order at 12:50 p.m.

B. Approval of Minutes: moved for approval by Rick Castrapel / Norma Nuñez

C. Discussion Items

1. AB 705 Update by Sydney Rice

Timeline is still not clear regarding the one-year timeframe in the placement of students into English and Mathematic courses starts. No decision has been made. Recommendation is to continue to make plan, no direction has been finalized.

2. Integrated Plan Review

Any recommended changes from the committee must be submitted to Mabel Vargas by December 4, 2017 at 12:00 p.m. A final draft will be submitted to Academic Senate on December 6th and presented to the Special Board of Trustees Meeting on December 7th, College Council on December 8th and a final draft will be presented to the Board of Trustees on December 13th. Plan will be submitted to the Chancellor's Office by December 15, 2018. Dr. Garcia thanked the three coordinators involved in the development of the Integrated Plan for their hard work.

IVC Integrated Plan presentation and eleven questions/goals of the plan were reviewed. All goals were met by the three programs involved:

- SSSP: 3 goals met
- SE: 4 goals met
- BSI: 5 goals met

A discussion regarding multiple measures for ESL students took place; it was discussed that some students do not have the GPA, high school course work or EAP scores to comply with goal number three. It was determined that incoming ESL students from certain high schools might meet the requirements.

Action: Dr. Garcia requested a list reflecting incoming ESL high school students that fall under these measures.

Dr. Garcia reminded the committee that it is important to adhere to the plan's expenditure guidelines and to ensure that requested funds invested in supporting student success. A discussion regarding Non-Credit courses took place, SSSP Non-Credit funding awarded to the college is minimal. A counselor has been hired to assist noncredit students transition to credit coursework.

Dr. Garcia recommended that the committee members attend conferences that would assist with professional development pertaining to the plan. Dr. Garcia reminded members that any travel requests and funding requests must be pre-approved by the committee.

Action: The committee suggested that a form be created for proposal requests. It was also recommended to include funding and percentage on the form.

It was suggested by the coordinators and committee members to provide the requests prior to the committee meeting to ensure funding is available.

Action: Submit current budgets details of SSSP, SE and BSI to Dr. Garcia.

Other Discussion:

- Vikki Carr suggested if it is possible to notify Counselors which courses have Embedded Tutors, especially to students that are submitting Repeat Petitions. It was recommended to advertise those courses and identify them on the schedule.
- Alexis Ayala inquired if there was a reason to exclude CalWORKs and EOPS students to the plan on page 27. Dr. Garcia will review and make a determination.
- Mary Lofgren recommended to have a session to review the three budgets to understand exactly what is being voted on; possibly a workshop.

D. Action Items

- Integrated Plan Approval.

Motion to approve was carried by Mary Lofgren and Alexis Ayala.

The committee unanimously approved the Integrated Plan with recommended modifications.

- Funding Request for Math Tutors during Winter 2018 Session; \$4,397.00.

Audrey Morris and Zhong Hu conducted a presentation regarding Math Tutors and services provided. Provided detailed information regarding how many students will be served under the proposal.

Motion to approve was carried by Rick Castrapel and Diana Barrios.

The committee unanimously approved the Winter 2018 Math Tutor funding request of \$4,397.00; funding: Basic Skills.

E. Next Scheduled Meeting

Wednesday, April 11, 2018 at 12:50 p.m. in the Board Room.

F. Adjournment