



## Student Success Committee (SSC) Minutes

### December 2, 2020 @ 2:00-3:30 pm Zoom Meeting

**Charge:** The Student Success Committee (SSC) is the operational committee responsible for student success, equity/racial equity, and related initiatives. The SSC integrates and aligns student success efforts into a cohesive strategy through on-going evaluation of data and effective sharing of information campus-wide. SSC makes recommendations to the Executive Team via the College Planning Committee to identify and close equity gaps while continuously improving student success outcomes in accordance with State guidelines, the Student Equity Plan, and the Ventura College Master Plan.

*ADMINISTRATOR CO-CHAIRS (Non-Voting): Jennifer Kalfsbeek-Goetz and Damien Peña*

**Membership:** Representative College Governance Committee-- 9 Faculty + 9 Non-Faculty (1, Student; 4 Classified; 2 Supervisors, 2 Administrators) as voting members

Voting Members						
1	Health, Kinesiology, Athletics, and Performing Arts	Vacant		Classified	Jordana Ybarra-Telias	X
2	Career Education I	Heather Aguilar	X	Classified Co-Chair	Veronica Allen	Absent
3	Career Education II	Ralph Fernandez	X	Classified	Victoria Nielsen	X
4	English, Math and Learning Resources	Eric Martinsen	X	Classified	Jamie Birkett	X
5	Sciences	Hafez Alawdi & Daniel Clark	X X	Classified	James Walker	X
6	Student Services	Bea Herrera	X	Administrator	Jennifer Kalfsbeek-Goetz	X
7	Visual Arts, Behavioral and Social Sciences, and Languages	Vacant		Administrator	Damien Peña	Absent
8	Faculty	David Young	Absent	Supervisor	Alma Rodriguez	X
9	Faculty Co-Chair	Paula Muñoz	X	Supervisor	Gabriella Asamsama-Acuna	X
GUESTS						
	Marnie Melendez					

Recorder: Tricia Bergman

Agenda Items	Discussion Notes	Action	Date	Who
<b>1. Call to Order</b>	Meeting called to order at 2:04 p.m.			
<b>2. Review and approve minutes from 11.4.20 meeting</b>	B. Herrera requested a few corrections be made on the 11.4.20 minutes as follows: a) Change the Adjournment time from 4:38 p.m. to 3:38 p.m. and b) Clarification on the comment G. Asamsama-Acuna shared in the last meeting concerning the Course Success Rate Dashboard link. G.			

	<p>Asamsama-Acuna provided the Dashboard link to the committee members below:  <a href="https://www.venturacollege.edu/departments/administrative/institutional-effectiveness/facts-and-dashboards/course-success-rate">https://www.venturacollege.edu/departments/administrative/institutional-effectiveness/facts-and-dashboards/course-success-rate</a></p> <p>With corrections to the 11.4.20 minutes above, B. Herrera motioned to accept the Minutes from the 11.4.20 SSC meeting. P Munoz 2<sup>nd</sup> the motion.  YES: 12  NO:  Abstention: 1</p>			
<b>3. Public Comments</b>	<ol style="list-style-type: none"> <li>1. Jamie Birkett will be replacing Mary McDonough on the Committee.</li> <li>2. V. Nielsen provided the following in reference to the upcoming Set Sail Saturdays:  <a href="http://www.venturacollege.edu/set-sail-saturday">www.venturacollege.edu/set-sail-saturday</a></li> </ol>			
<b>4. SSC and CPC Process</b>	<p>There was discussion regarding how the process works when a recommendation is made. J. Kalfsbeek-Goetz said recommendations are submitted to the President of Executive Team then it goes to CPC. If there are any changes or questions, CPC will send recommendation back to SSC. If no changes or questions, the recommendation will either be approved or rejected. R. Fernandez and D. Clark said they will be advocates for the SSC in the CPC meeting.</p> <p>D. Clark shared this link to access the recommendation form from the CPC website:  <a href="https://www.venturacollege.edu/sites/venturacollege/files/files/committees/form_for_committee_recommendation_to_cpc_10-23-2019.docx">https://www.venturacollege.edu/sites/venturacollege/files/files/committees/form_for_committee_recommendation_to_cpc_10-23-2019.docx</a></p>			
<b>5. Review of the SEA Budget (with line items) and the status of AY 19-20 Funded Projects</b>	<p>P. Munoz shared her concern about the equity plan and after looking at the budget it appears nothing has been budgeted yet. J. Kalfsbeek-Goetz shared the equity committee met and is currently reviewing the budget and</p>			

	<p>the SSC can make recommendations to the committee if budget items are not well aligned.</p> <p>Concerns and questions were made on the following:</p> <ol style="list-style-type: none"> <li>a. What will the funding be in 2021 from the approved 2019-2020 equity plan?</li> <li>b. Why is there funding in areas where there is currently no action happening?</li> <li>c. There needs to be more transparency shown. Who is reviewing the plan?</li> <li>d. How are student objectives being met through the initiatives?</li> <li>e. Is the SEA budget connected to the equity plan?</li> <li>f. Why is there \$1,000,000 being budgeted under "Other General Institutional Support?"</li> </ol> <p>P. Munoz recommended that work groups be formed to review the concerns and come back to SSC meeting with their findings. The committee discussed funding for initiatives, forming workgroups, reviewing SEA budget, and looking further at the equity plan to see what got funded.</p> <p>J. Kalfsbeek-Goetz added that the SSC should be making recommendations for Spring, but should also be focused on FY 2022 to help alleviate future frustration.</p> <p>B. Herrera asked for clarification on what is student engagement. J. Kalfsbeek-Goetz said any services coming out of Student Affairs/Student Services is called student engagement and she said C. Bojorquez will attend one of our SSC meetings to assist with clarification of questions.</p> <p>Following discussion the committee agreed to form the work groups below:</p> <p>AY 2018-2019</p> <ul style="list-style-type: none"> <li>- Bea Herrera</li> <li>- Gaby Asamsama-Acuña</li> <li>- Jimmy Walker</li> <li>- Jamie Birkett</li> </ul>			
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	<p>AY 2017-2018</p> <ul style="list-style-type: none"> <li>- Paula Muñoz</li> <li>- Alma Rodriguez</li> <li>- Dan Clark</li> <li>- Eric Martinsen</li> </ul>			
<b>6. Discuss the possibility of hosting an Equity Summit</b>	<p>P. Munoz emailed the PD leads faculty and the result was that they did not seem interested.</p> <p>It was suggested that K. Algiers and C. Coffey, Leads of the equity team, be contacted to see if they would be interested in meeting with faculty during a Professional Development training.</p> <p>D. Clark said he would like to have an equity summit during Spring semester.</p>			
<b>7. Discuss Integrating the Program Review Process into our Activities-move below</b>		<b>TABLED TO NEXT MEETING</b>		
<b>8. Review of the 2019-2020 Equity Plan</b>		<b>TABLED TO NEXT MEETING</b>		
<b>6. Closing Comments</b>	The next SSC meeting will be held January 27 <sup>th</sup> at 2:00 p.m.			
<b>7. Adjournment</b>	Meeting adjourned at 3:37 p.m.			