Modesto Junior College

Student Success & Equity Committee

November 30, 2015

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| **Voting Members** | **Present** | **Absent** |
| **Brenda Thames**, Vice President of Instruction | X |  |
| **Curtis Martin**, Academic Senate President | X |  |
| **Flerida Arias,** Dean, Equity and Student Learning |  | X |
| **Viengkham Champa,** Admissions & Records Specialist |  | X |
| **Pamela Crittenden,** Counselor | X |  |
| **Jillian Daly**, Dean of Literature, Lang Arts/Library, Learning Center | X |  |
| **Elizabeth Hondoy,** DSPS Counselor | X |  |
| **Pamela Kopitzke,** Professor – English as a Second Language | X |  |
| **Deborah Laffranchini**, Professor-Child Development/Family Life |  | X |
| **Laura Manzo,** Professor - Spanish | X |  |
| **Sofie Pettygrove**, Program Technician |  | X |
| **Iris Carroll,** Librarian |  | X |
| **Daniel Schmidt,** Professor – English | X |  |
| **Al Smith,** Professor – History | X |  |
| **James Todd,** Vice President of Student Services | X |  |
| **Marla Uliana,** Director, Workforce Development | X |  |
| **Ashley Yu**, Professor - Mathematics | X |  |
| **Non-Voting Members** | **Present** | **Absent** |
| **Jenni Abbott,** Director, Planning and Grant Development | X |  |
| **Talitha Agan**, Adjunct – History | X |  |
| **Molly Boyatt,** Program Technician |  | X |
| **Elizabeth David,** Counselor | X |  |
| **Flora Carter,** Professor - Humanities |  | X |
| **Shirley Miranda**, STEM/Learning Center Manager |  | X |
| **Martha Robles,** Dean, Counseling and Student Learning | X |  |
| **Sarah Schrader**, Controller |  | X |
| **Barbara St. Urbain**, International Counselor | X |  |
| **Cecelia Vera**, Director of Health Services | X |  |
| **Michelle Vidaurri**, Interim Director, Student Access, Retention | X |  |
| **Scott Kerlin,** Director of College Research | X |  |
| **Visitors** | **Present** | **Absent** |
| **Michael Smedshammer,** Instructional Design Course Coordinator | X |  |
| **Jacquelyn Forte,** Director of Basic Skills | X |  |
| **Tracey Potts**, Counselor |  | X |
| **Jennifer Hamilton,** Dean of BBSS | X |  |
| **Elizabeth Hondoy,** Special Programs Counselor | X |  |
| **Francisco Banuelos**, Dean of Enrollment Services & Special Programs |  | X |
| **Students** |  |  |
| **Lorenza Figueroa** |  |  |
|  |  |  |
| **Recorder(s)** |  |  |
| **Amanda Cannon**, Accreditation and Assessment Process Specialist | X |  |
| **Donna Yarnal,** Administrative Secretary, Instruction Office |  | X |

**Call to Order**

Curtis Martin called the meeting to order at 3:07 p.m.

**A. Action Items**

**1. Approval of Agenda**

* + - Approval of Agenda moving Scott Kerlin to #1 on the agenda
    - Achieving the Dream Update (Brenda Thames) – Tabled until January 2016
    - SSSP Equity Action Items/Next Steps (Flerida Arias) – Tabled until January 2016

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| **Action Item:** |

Consensus reached on approval of the agenda with the above changes.

**2. Review of Meeting Notes – 11/2/2015 & 11/16/2015**

* 11/2/15: Barbara St. Urbain is requesting her comments regarding undocumented students in regard to the equity and success plan be added to the notes. Ms. St. Urbain will send Amanda Cannon that detailed information to be added.
* 11/16/15: Lara Manzo should be added to the attendance of the meeting.

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| **Action Item:** |

Consensus reached on approval of the notes with the above changes.

**B. Discussion Items**

1. **Institutional Effectiveness Partnership Initiative (IEPI) - Scott Kerlin**

Institutional Effectiveness Document was presented by Scott Kerlin. His first action was to research the IEPI history and present the Council with an Institutional Effectiveness Partnership Initiative Overview. On November 17, the Board of Governors approved the proposal for revising Framework of Indicators for Year 2. Mr. Kerlin also provided Definitions for Student Performance and Outcomes Metrics. He is studying trends and identifying gaps based on this information. Mr. Kerlin asked Dr. Todd if there are any goals we should be identifying. Dr. Todd explained that this process is still evolving. How do we as a college want to identify our institutional goals? Are we only going to discuss students and their rates or do we want to identify student gaps and make individual goals based on student population? Mr. Martin is concerned with the focus on completion rates which might not be the best metric to measure our value. Student goals are not defined strictly by “graduation”. Al Smith stated that there will be focus groups meeting in February where Mr. Kerlin can gather some of the historical context for past qualitative data collection. Jillian Daly would like to know where she can find the data regarding ESL students and Ed Plan collection. Dr. Todd stated that there are no non-credit program educational plans. If students identify a certificate or degree goal, they have an educational plan based on those goals showing how to move through the sequences. Mr. Martin would like to see whether students have a comprehensive Ed Plan as well as the last level of English successfully completed. Laura Manzo pointed out that faculty are so limited to the student data in Datatel that they are unable to successfully identify potential student issues. Ms. St. Urbain pointed out that not all successful students have comprehensive Ed Plans. She would like to see how many times a student would need to change their Ed Plan since they are being required to declare a major after 15 units. Students are not necessarily ready to make that decision at that point. It would be nice to be able to measure that data. A visiting student spoke to say that he has met with a DSPS counselor to draw up an Ed Plan and health reasons have now required that he reevaluate his major. These are the kinds of issues that students face. Ms. St. Urbain suggests that meeting with students to get to know them and really find out their long term goals better serves students that building Ed Plans that are short sighted. Students see different counselors who develop Ed Plans different ways. This can be confusing for the students. Consistency is key. Jacquelyn Forte suggested that a software created by Hobsons allow Counselors input notes as they meet with students. This fosters a better understanding between counselors to provide consistency. Dr. Todd suggested that these types of services are already being reviewed and integrated into our process.

1. **Students First: Initiatives Integration, Messaging, and Timelines - James Todd**

Dr. Todd presented the group with a pamphlet with a list of Student Success Initiatives at MJC. There are 5 themes:

* Rethinking developmental education
* Close achievement gaps for student populations
* Develop clear pathways for students
* Help students acclimate to college processes and responsibilities
* Build a culture of inquiry and evidence-based decision-making

Ms. Daly indicated that the portion of the pamphlet regarding “Growth Mindset” is not grammatically correct. Mr. Martin requested that council members with corrections to forward them to Dr. Todd. He also noted that the color way will be difficult to photocopy. Ms. Manzo would like to know how we track working professionals who are taking units for professional development. Skills builders are tracked separately and might be able to provide the requested data. General consensus is that this is a great tool. One of the visiting students wanted to know how faculty retreat help students. How are they engaging students with this information? Ms. Daly suggested that you can find the effects in updated syllabi, curriculum, etc. The student suggested that this doesn’t really help the students. Faculty are not sharing the information they are learning with students to help them. Ms. Manzo suggests that each faculty member doesn’t communicate the same way. Professional development can help to invigorate faculty and students can reap those benefits. Mr. Smith feels that students would benefit by having a conversation between faculty and student detailing student success implementation.

1. **Accreditation Standards Presentation (Brenda Thames)**

Ms. Daly wanted to know how the college would identify goals in the Quality Focus Essay. Ms. Thames explained that these goals will be evident at the completion of the self-evaluation. There will be items where we did not meet the standards and we will use those as growth opportunities.

1. **Report Out Data Team**

N/A

1. **Other**

N/A

Adjourned: 4:40pm

Next Meeting: TBA