

Los Rios District Matriculation & Student Success Committee

Monday, November 16, 2015

District Office Main Conference Room

2:30pm-4:30pm

Minutes

Members Attending: Kathy Degn (DMSSC Chair), Vice Chancellor Sue Lorimer (Administrative Liaison), Associate Vice Chancellor Victoria Rosario (Alternate Administrative Liaison), Jerome Lahey (ARC Classified Staff), Judy Mays (ARC Matriculation Coordinator), Richard Andrews (CRC Classified Staff), Mark Garrett (FLC Counseling Faculty), Tera Diggs-Reynolds (ARC Non-Counseling Faculty/Local Co-Chair), Camile Moreno (CRC Non-Counseling Faculty/Local Chair), Leila Stone (SCC Counseling Faculty), Regina Drake (ARC Student Representative).

Members Teleconferencing: Rebecca Mendell (FLC Non-counseling Faculty/ Local Chair), Pamela Smith (FLC Student Representative), Denise Marshall-Mills (CRC Counseling Faculty), Christine Thomas (CRC Matriculation Coordinator).

Members Not in Attendance: Salena Mamuyac (District Representative for Assessment), Melanie Dixon (FLC Interim VPSS), Parrish Geary (FLC Matriculation Coordinator Coordinator), Michael Poindexter (SCC VPSS) Bobby Gosal (FLC Classified Staff), Debra Luff (SCC Matriculation Coordinator), Irina Marsant (SCC Assessment SPA), Jessica Nelson (ARC Counseling Faculty – Local Matric Co-Chair).

Meeting Guests: Julie Olson (CRC SSSP Specialist).

- I. **Call to order** – The meeting was called to order at 2:34 p.m.
- II. **Approval of agenda** – Approved as presented.
- III. **Approval of minutes for September 21, 2015** - Approved with corrections.
- IV. **Public comments** – None.
- v. **Introductions:** Regina Drake, ARC Student Representative and Leila Stone, SCC Counseling Faculty were introduced as new Committee members.
- VI. **Administrator's Report:** None
- VII. **Chair's Report:** None
- VIII. **Action Items:** None
- IX. **Discussion items**
 - a. District Office Update – V. Rosario
No updates to report at this time.
 - b. SSSP/Equity* – Plans for 2015-16 - All
(Campus Updates – Amount of Funds Available, Unresolved Issues or Concerns.)
ARC – 15-16 Equity allocation was approximately \$2 million less than anticipated. This required a substantial re-write of the equity plan. Campus is now focusing on completing comprehensive iSEPs.
V. Rosario reported that a work group with representatives from all campuses will be meeting to evaluate MIS data elements to make sure we are interpreting/reporting this information correctly.

The iSEP workgroup will also be re-convened to review and make changes if necessary.

It was requested that campuses share their “Best Practices” relating to SSSP/Equity plans.

S. Lorimer stated that the CCCCO is also concerned with the data being reported and will probably be conducting audits to identify differences in reporting numbers to ensure that accurate information is being reported.

c. Adult Education Grant update – S. Lorimer

The Committee made a recommendation for the allocation of an additional \$5 million that was received. The workgroup did a good job of awarding these funds, everyone involved put the needs of the students first.

d. LMS-Distance Education update – S. Lorimer

The LMS work group has met and their first objective as to establish and identify criteria for the selection of a vendor. Their second task was to confirm the vendor selected by the State and what products and services were included in the purchase. It was confirmed that the State has identified Canvas as the product. Los Rios is interested in further reviewing Canvas as it is presently available free of charge to schools. District IT is reviewing and establishing the time-line needed for implementation of a new LMS system. It is hoped that the implementation can begin in the Fall 2018.

e. DMSSC – Committee Charge – All (*First Read and Review of updated DMSSC committee charge.*)

Discussed continuing to use the word “Matriculation” in the committee name and it was agreed by the group that this is preferred. Also, it was suggested that we include the other roles of the SSSP plan, i.e. probation, priority enrollment.

The committee questioned how broad our role is or should be? Being responsible for all areas of SSSP is a huge job. Can this Committee possibly take all that on? We need to consider some items that may not be specified in the SSSP plan, i.e. research.

We don’t have to do all the work, but would use the “experts” as resources.

It was recommended that we change the name to “District Matriculation and Student Success & Support Program Committee (DMSSSPC).

Area 1.1.3 – Committee Composition

1.1.3.2 Membership paragraph “e” – Constituency group representative?

Need to identify who the coordinator at each college is.

(List of current person responsible will be provided at next DMSSC meeting. And DAS will be asked if they have a preference for membership.)

1.1.3.2 Membership paragraph “f” – It was discussed that this representative used to be a counselor, not sure why assessment is singled out as compared to other areas. May want to consider adding more experts not less.

The idea of a new super committee (including SSSP, Equity and CAI) was tabled for now. But faculty members will ask at their local senates if there is any interest in further exploring this idea.

f. Math Course Repeatability – All

Pre-requisite Pilot Workgroup Composition– C. Moreno

The State currently conducts annual audits of Colleges with regards to student attendance and units enrolled, so it is possible that this area of math courses could be next for an audit. It has not been determined how many students are affected by this.

Students may benefit from being required to talk to math faculty before repeating a class or determining the next math class after not successfully completing a course (courses for which they receive a w or f grade.)

g. New Standard Assessment Practices implementation Update – All

There is a review of scenarios taking place that will include providing examples to solutions of issues identified.

Assessments are valid for two years, unless the student begins the course sequence during this time. If a student begins a course sequence during this time they cannot re-assess, they must resume courses at the level where they left off, this applies even if the student receives a “w” for the course. The policy will be rewritten to allow the colleges to decide about re-testing, this applies to math courses only, English courses are currently under review. Colleges will continue to follow existing policy until a new policy is developed and fully vetting by all participating groups.

X. **Adjournment** - The meeting was adjourned at 4:14 p.m.