Committee Meeting Report

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<th>Committee</th>
<th>Basic Skills Student Success</th>
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**Participants**

Mary Callahan, Gary Colombo, Jose Alfredo Gallegos, Nellie Hernandez, Allison Jones, Susan Matranga, Earic Peters, Reri Pumphrey, Ken Sherwood, Kalynda Webber

**Status of Prior Meeting Action Items**

1.
2.
3.

**Meeting Objectives**

(attach agenda as appropriate)

I. The Student Success Committee—A New Look
   A. The “Break-up” from Basic Skills
   B. Operational Agreement and Reporting
   C. Voting Membership

II. Achieving the Dream Initiative
   A. Core Group—Tasks and Deadlines
   B. Data Group—Tasks and Deadlines

III. Other Issues/Goals (for Program Review)
   A. Awards Productions Update
   B. Data Analysis
   C. Upcoming Conferences

**Meeting Outcomes**

(to include assessment, evaluation, next steps/action items, anticipated and/or actual change/improvement)

The meeting convened at 2:05 pm, after its allotted time since SGC was delayed in its meeting a week later because of the Labor Day holiday. While many people were interested in the committee since Flex Day (particularly its primary role in the Achieving the Dream Initiative), few could attend the meeting because of the delay. Regular meetings of Student Success will resume on the fourth Monday of the month at 12:30 pm, starting on September 26.

The major issue at the meeting was the discussion of the break-up of the Basic Skills component from Student Success. The pairing of Basic Skills and Student Success (which was introduced at the Achieving the Dream meet-up in late August and discussed at length during the Basic Skills emergency meeting on Thursday, September 8 and was repeated at this meeting) began a few years back when the Basic Skills funding was first being allocated. Basic Skills was to deal with the priority and allocation of funding, and it was suggested that it first report to Academic Senate (way back when). Because of some criticism of the need for services input in the process, it was decided that the Basic Skills component be part of Student Success instead, and that the Basic Skills subcommittee report on its allocation and assessment of projects to Student Success and ultimately to the Vice Presidents and Shared Governance. Thus, the suggested split this year is to go back to the original proposal, and that the reporting of Basic Skills allocation would go to Senate before it goes to SGC or to the VPs for approval.

When this discussion was brought up at Basic Skills, few objected (the main concern can from Services

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representatives, that service sponsored projects could be objected by Senate; however, the argument from Senate is that Basic Skills issues are primarily a faculty issue). When the possibility of the split was brought up at SGC, there was criticism that the process would undermine SGC’s function (since the purpose of SGC is to represent all areas of the college—Services, Administration and faculty.) So, now it is again brought up at Student Success, on whether Basic Skills should be a subcommittee and report to Senate or should it remain a subcommittee of SSC.

One criticism of SSC last year is that Basic Skills issues always dominated the agenda of SSC. Even though Basic Skills is a part of SSC (as seen in the state initiative of BSI), the Student Success committee should be focusing (now more than ever) on the awards productions issue and the completion agenda (which fit well with the Achieving the Dream Initiative that the college has agreed to be a participant in for at least five years). Basic Skills is only the initial part of Student Success, the preparatory component to Student Success. Yet, in many instance Student Success has been defined in terms of Basic Skills and some have argued that it should remain a part of SSC. Thus, it has been suggested that Basic Skills be a joint subcommittee of both SSC and Senate and that its reporting go to both committees.

As a result, the best solution to this issue is to review and revise the Operational Agreement of Student Success (Basic Skills does not have one since it is already a subcommittee of Student Success, as stated in the latest operational agreement). Before the Operational Agreement could be rewritten, the committee wanted to define the primary goal of the committee. This year, the primary goal, though not the only one, should be the AtD Initiative. While not all issues of Student Success fall along the AtD, it should be what the committee is dedicated to as it is the commitment made by the college. [The Work Plan for AtD should be posted on the SSC website, which state a development of “a four-year plan, with broad engagement from the campus and external communities and commitment from top leadership, for: 1) improving student outcomes including closing achievement gaps based on evidence about barriers to success and effective practices and policies; 2) institutionalizing a process for continuously improving student outcomes based on evidence.”]

Many parts of the methods of AtD has already begun on this campus; thus, it is now a matter of putting our practices into play. AtD is, however, a set of tools for the committee to get its evaluation and analysis of data gathering, particularly when the core group reviews and analyzes the data. [It has been discussed that the core team and the data team should contain the same members since both must know what the other group is doing.] The main goal of the committee, however, is not just awards production, but completion (which can include completion of a sequence of course levels, like Basic Skills, as marked by milestones outlined in the AtD Initiative). This will be the primary goal of SSC this year—that more students reach completion of student success goals—but that other issues would be considered by the committee that might fall outside of the Initiative’s agenda. [For instance, who records the completion of student success (counselors, faculty, deans, chairs)?]

After establishing the focus of the committee, the Operational Agreement can now be reviewed and rewritten (as it should be every year and assessed every year). Now the Basic Skills subcommittee can be revised as well, to focus on Basic Skills issues while Student Success can focus on Student Success (completion) issues, and that Basic Skills will be reporting to SSC as well as Senate. Now, the membership of the two groups can be formed.

Members can be in both group, but since Basic Skills is a smaller subcommittee, there should be fewer
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