

# Student Success & Support Program

## Meeting Agenda

### 3/26/15

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1. Approval of the Minutes
2. SS&SP Assessment Sub-Committee report
3. SS&SP Cut Score Validity Survey
4. SS&SP Assessment and High School Outreach
5. SS&SP Out of State Policy
6. SS&SP District Report
7. SS&SP In-Reach Activities
  - At-Risk Students
  - Probation / Undecided / No Educational Goal / excess 100 units
  - Priority Registration Dates / Appeals / efforts
8. Institutional Effectiveness Initiative due in June
9. Next meeting

# Student Success & Support Services Advisory Committee Meeting

DATE: 3/26/2015

TIME: 1:00 PM

1. Scott Keeken
2. DMU
3. Sarah Doerree
4. Murray
5. Glenn Schenk
6. Py
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## Student Success and Support Program

Minutes 3/26/15

1. Approval of the Minutes  
Minutes were approved from the last meeting.
2. SS&SP Assessment Sub-Committee report:  
The sub-committee met and a presentation was given by the Research Dept. concerning English and Math outcomes placements and courses. Discussion included Math 123b placement and the Math department has recommended that there not be a Math 123b placement. This placement will be eliminated from the placement model. More research will be conducted.
3. Cut Score Validity report:  
Report was given detailing Assessment cut score validity surveys being distributed to English and Math faculty.
4. Assessment and High School Recruitment:  
Discussion concerning the Feb/ March high school assessment 9 schools are booked through April 2015. Crenshaw and Dorsey have been cancelled.
5. Out of State Policy:  
Agreement was made that the policy should state that all assessments that are not on the approved Chancellors office list should not be considered.
6. SS&SP District Report:  
The DMAC meeting discussion included updates concerning the Board Rule 8600 and the BOGG information. There are problems with coordination of the data between the districts, the college and research division at the college. A meeting is scheduled with the district to try to ascertain how to align the numbers.
7. At Risk Students:  
SSSP is providing workshops for undecided students. Emails and calls have gone out to students on probation. Transcripts are being reviewed by the Expressway Counselors and emails will go out to these students on how to increase their gpa by applying for academic renewal or a course line out request. CGCA'S are visiting the classrooms to reach students who are still on the list as not completing OAC. SSSP has reached over 1000 students through the kiosk campaigns and at the new student welcome desk.
8. The Institutional Effectiveness Initiative :  
The State IE initiative was discussed and the document California Community Colleges Institutional Effectiveness District Indicator Rates" and website was reviewed for further discussion in the next IE meeting. There was discussion concerning the BOGG and the impact on student enrollment and application for FAFSA, questions were raised about the changes to the demographics and from a financial aid perspective.
9. Accreditation:  
Alice Taylor reported out on the Accreditation status and the need for evidence for the standards. SS&SP keeps all committee reports / agendas / and sub-committee reports on the WLAC website under SSSP committee.

# Student Success & Support Program

## February 19, 2015

### Meeting Minutes

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- Minutes:
  - Minutes were approved from the January meeting.
- CAI Update / OEI Update
  - The Common Assessment Initiative is moving forward with two new vendors for the platform and content of the Common Assessment. The Online Education Initiative has selected “Canvass” as the platform for online education for the state.
- SS&SP Update Report
  - Priority Draft dates
  - Priority Registration draft dates were distributed and discussed.
  - Final Expenditure Report
  - The Final Expenditure Report for 2013/2014 was sent to the LACCD to be forwarded to the Chancellor’s office. The Expenditure report indicates funding as being spent on personnel , supplies and materials in the areas of Orientation, Assessment, Counseling- Educational Planning , and Follow-up
  - SS&SP Planner
  - SS&SP applied for and received a small grant from the Chancellor’s office for \$32,000. SS&SP developed a student planner and purchased 4,000 copies that were distributed to all student services offices that offer Counseling to students.
- 2015/2016 Allocation
  - The SS&SP allocation for 2015 /2016 was discussed at \$1,238,010.
- SEAC Recommendation
  - The SS&SP voted to have the recommendation to Academic Senate vote to ask faculty add to the college “recommended syllabus” that students are encouraged to complete the West Expressway Orientation, Assessment and Abbreviated Student Educational Plan and a Comprehensive Educational Plan through the Counseling Division. The recommendation went to the SEAC committee and was approved by consensus. The Chair of SEAC Vice-President of Student Services has suggested that the recommendation go through the Student Success Committee as opposed to the SEAC committee.
  - Out of State Testing:
  - The Committee discussed out –of –state testing, and will take a vote at the next meeting. The rational for the discussion is that unless the out-of state test is on the “list of approved California Community College Assessment Instruments”

- **New Student Campaign:**  
SS&SP has launched new student campaigns to support student awareness of important dates and deadlines as it concerns their status, ie: Priority Registration, last day to drop with a “W” , appeals, and other dates critical to student success and retention.
- **Welcome Desk:**  
The Welcome Desk is receiving rave reviews and the contacts are increasing as the students recognize that help is available at this location.
- **High School Outreach**  
Outreach has provided dates for 9 schools to visit West for Expressway and Assessment testing. This is a collaborative effort between SS&SP and Outreach. The transportation and food for the high school students is being funded by SS&SP. CGCA’S from both departments and SS&SP staff and Counselors are working with the students. It has been a successful effort. Students are leaving fully matriculated having completed all requirements (AOC) they are ready for priority registration and Summer Bridge if they choose.
- **Re-Test Policy**  
The District SS&SP Coordinators decided and forwarded a recommendation to the CSSO’s to adopt a “one-year” re-test policy.  
This policy will be hard-wired into the SIS system. Colleges with problems concerning this policy should consult with the Vice-Chancellor of LACCD.
- **Board Rule 8600:**  
This Board Rule is being revisited at the District level. Addendums are possibly forthcoming.
- **Exemption Form:**  
The Exemption form has been revised to more closely align with student need concerning petitions.  
  
Other:  
P. Banday put forward the problem with the Catalog major codes as not matching the CCAPPLY major codes. The discussion concerns investigating this problem and seeking alignment.
- **Next Meeting**