

Student Success & Support Program Meeting Agenda September 12, 2013

1. Transition to SS&SP
2. ExpressWay developments
3. S255 Counseling Screen
4. MIS
5. Welcome Admissions Letter
6. DEC S251 Screen
7. Pre-Requisites
8. CCApplly
9. SB 1456 Updates
10. Kickoff Support
11. Other items
12. Next Meeting

Student Success and Support Program Meeting Minutes

Date: September 12, 2013

Location: SB414

Attending: Murrell Green, Sherron Rouzan, Ludwig Perez, Shannon Hendricks, Matt Robertson, Manushak Morsisyan, Art Lara, Michael Goltermann, Marty Turner, Ana Chang, Patricia Banday

Discussion Topics:

1. Transition to SS&SP

Transition to Student Success and Support Program: Dr. Banday presented on the process of transition from the Matriculation Program to the current Student Success and Support program at West. She delivered information concerning the current SB 1456 mandates and WLAC response to the mandates to include the:

Expansion of the Matriculation Advisory Committee to the current SS&SP Advisory Committee which is inclusive of representatives from all areas of Student Services and Chairs of the Math and English Departments. Representatives from the Achieving the Dream Student Success Committee are also on the committee.

2. ExpressWay Developments

Matriculation web presence has changed to SS&SP web pages that include information for students on accessing the three (3) major SS&SP Component areas: Orientation to College, Assessment and Student Educational Planning.

Four (4) SS&SP Bulletins have been emailed to all faculty, staff, administrators and students defining the ongoing efforts made by the SS&SP program to meet SB 1456 title 5, MIS, state, district and local college regulation and policy changes.

3. S255 Counseling Screen / MIS

District wide changes to the Dec S255 screen and S251 screens have been made to begin to capture Counseling services given to students. The importance of gathering the Orientation, Counseling and Assessment data was emphasized and the complexities of the LACCD MIS data collection discussed.

4. Welcome Admissions Letter

Changes were made to the Admissions letter to reflect the launching of the West ExpressWay. There was discussion concerning student selection of the "educational goal" and the large number of WLAC students selecting "undecided". Suggestions were made by several committee members that the district needs to consider deleting the "undecided" option as an educational goal.

5. DEC S251 Screen

A status report and survey results was given on the West ExpressWay (online and on ground system for providing Orientation, Assessment and Abbreviated Student Educational Planning system).

Concerns moving forward:

6. Pre-Requisites

Concern was expressed about WLAC processing of pre-requisite challenges and course equivalency was discussed and the possibility of streamlining the process to include a point person in admissions and a computer system for hosting documentation.

7. Financial Aid

The Financial Aid department wants to be included as a department to “view only” the Students Educational Plans in ExpressWay. Concerns were raised that students are given information about changes that are forthcoming as it relates to paying fees.

8. SIS System

Information was distributed to the committee from the Betsy Regalado at the District office as it relates to the forthcoming SIS system and the “draft fee” document along with other SIS Project information.

9. Kickoff Support

The SS&SP program supported the Kick-off event by providing computers and staff to assist with the check-in of potential and current students who attended the Kick-off event. SS&SP also provided Student Success workshops on that day in the Assessment Center.

10. Other items

There are plans to continue the discussions with the Outreach Program concerning High school seniors and ExpressWay.

11. Next Meeting

Next meeting scheduled for: October 10th, 2013

SS&SP Recommendations:

1. The committee recommends that the West ExpressWay be integrated into the Admissions/Registration process meaning that:
 - a. Student are required to completed the West ExpressWay after being admitted to the college and prior to being allow to register for classes.
2. The committee recommends that the term “undecided” under the Course of Study/Major is eliminated. Students that are undecided should be directed to the Liberal Arts & Science option.

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1. Murrell Green
2. Shannon A. Rouzani
3. Ludwig Perez
4. Shannon Hendricks
5. Matt Robertson
6. Manushak Morsisyan
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