

## MINUTES

- ✚ **Voting Members Present:** FeRita Carter, Eddie Perez, Gloria Aguilar, Geby Rawung, Veasna Chick, Pamela Crampton, Allan Forbes, Sharice Fox, Stefanie Hernandez, LaNeshia Judon, Tommy Korn, Michael Love, Michael Medina, Michelle Pfenninger, Oliver Thompson
  
- ✚ **Guests Present:** Thomas Cruz-Soto, Monica Delgadillo, Michael Barnes, Vevesi Save
  - **Quorum achieved**
  
- ✚ **Approval of Minutes**
  - Dr. Carter moved to approve the minutes. Sharice Fox seconded the motion. The motion carried.
  
- ✚ **Approval of Agenda**
  - Dr. Carter moved to approve the minutes. Gloria Aguilar seconded the motion. The motion carried.
  
- ✚ **Scale of Adoption Self-Assessment (SOAA) – *please note that 2.c needs to be completed (pg.12) – please provide suggestions for this section and recommended changes on any other sections – This is due 4/30/19***
  - Added support classes
  - Training on Effective Domain
  - Engagement Centers, math labs, supplemental instruction, tutoring services
  - Assess what is being done now and see what the next steps will be
  - Roll out AB705 Fall 2019
  - Communications on Reassessment will be rolled out as a result of AB705
  - Video created – Student Rights under AB705
  - The Majority of 3- keeping students on path
    - EduNav roll out and Guided Pathways will assist students to answer most questions
  - Should committee add anything in the Equity piece
  
- ✚ **Student Equity Plan?**
  - Will Equity Plan move to the other councils
  - Chancellor’s office allowed extension to submit on September 30, 2019
  - Schedule from Dr. Monica Green – send out draft on May 8, 2019 going through EPOC, Academic Senate in
    - Another round will be sent out in September 2019
    - Equity plan going to Board in September
    - Make sure that equity plan is sent to SAS - expect the plan in early May
    - 2019 – 2022: 3 year equity plan

## ✚ Accreditation Standard II (read)

- Reviewing standard II for gaps and gaps in evidence
- Different highlighted areas are specific inserts by readers and reviewers
- Any feedback for the standard should be sent to Eduardo Perez
  - Be mindful for the page count as people are sending feedback and adding at this point in the process
  - Feedback should be for areas to cut and streamline
- Standard IIC and IIB have different reviewers and readers
  - Redundancies in standard II are going to be reviewed over the summer 2019

## ✚ SENSE Survey:

- <https://www.rcc.edu/about/Institutionlresearch/Pages/CCCSE-survey.aspx>
- Benchmark and practices for first contact with students
  - Cohorts from other colleges are compared to
- 2018 key findings
  - RCC is not performing very well in Early Connections
  - College Readiness, Academic Social Support Networks, Preparedness were some areas that the survey would like to assess
- Counseling – due to Guided Pathways the support team dynamic is introduced and changes the past practices described in the survey
  - Certified trailheads will be sent out in the next month or so
  - Students will have student success teams – counselors for specific career pathways, faculty in that path, counselors in that path, etc.
- Request to have Vevesi Save send the link directly to the council so they can click on it in their email

## ✚ Strategic Planning

- **Retreat Evaluation**
  - **Much more**
- **Standard IIBC Iceberg**
  - Above the surface - visible accomplishments and results with the standards
    - First responders to crisis management moving to caseload management with general counselors and engagement centers – full, wrap-around support
    - Integrated support in categorical programs and other grant funded related support
  - Underneath the surface – identify areas of improvement
    - Standard IIC – better management of communications at all levels
      - How messages are communicated, not just to students, but across the board – faculty, staff, departments and district
      - Extended hours for evening and weekend services
      - Up-to-date and active directory on the website
        - Dr. West and his department is taking lead
      - Clear access to student technology – Webadvisor, MyPortal, Open Campus, and Outlook 365
        - District is preparing to revamp technology platforms – overload is an issue
        - Dr. Carter can bring list of vendors and names to the next meeting

- MyPortal and Webadvisor – students do not have interchangeable access, however WebAdvisor is the default program for if MyPortal goes down
  - Campus-wide student services
    - Everyone is support for a student – Department leads and Deans are charged with getting their departments’ first five questions a student asks when coming into their area
      - Dr. Carter has also challenged the other vice presidents to do the same in their areas
    - Desk reference is being compiled for each area so no matter where the student is asking their question, they do not have to leave the area to get the answers
      - A summer 2019 project with a fulfillment date of first day of the fall 2019 semester
    - How do faculty approach students or answer questions for students, specifically health services?
      - Dr. Carter explains the liability with assessing students in classroom for mental health issues
        - Students responsible to give the faculty their accommodations, but cannot be initiated by faculty
      - Dr. Perez- suggests faculty training for assisting students and understanding the right steps to take
        - Invite Dr. Smith into departmental meetings, Flex day sessions
  - Early Alert Emails/Letters
    - Letters have been modified and revised to make it more inviting
      - Geby Rawung – positive experience with this letter to assist with her successful academic accomplish
    - Are the Health Services included in the letter for students?
      - There is a statement letting students know there is assistance in this area if they are interested
    - Mixed reviews on Early Alert for the faculty

#### ✚ Master Calendar

- Strategic Planning workgroup is putting together the Master Calendar
  - Avoid overlaps of department meetings and council meetings
  - In the gathering phase at the moment
  - Will meetings be prioritized and how?
  - Student activities and programs should be part of the Master Calendar

#### ✚ Sub-Committee Reports

- Integrated Student Support – Dr. Allison Douglas-Chicoye reporting (or designee)
  - Current task(s): There is no one present to report
- Student Life and Services – The new chair is Dr. Lisa Webb. The committee was also confirmed.
  - Current task(s): No new tasks at this time to report

#### ✚ New Business

- No new business

#### ✚ Meeting adjourned: 1:42pm