**SSSP/SE/BSI Advisory Meeting Notes**

**November 1st, 2017**

**In attendance:** Mieso, Ranck, Hunter, Cortez, Flores, Santa Ana, Muthyala-Kandula, Kaufman, Le Bleu Burn, Ward.

**Agenda and Minutes Approval**

Minutes from previous meeting, 6/6/17, approved after correction made of Le Bleu Burns from Lebleu Burns.

Agenda approved.

**Committee Membership Overview**

* With integrated planning for SSSP/SE/BSI we are moving to a combined advisory group to provide input and ideas, and share back to their respective areas, not a shared governance body.
* Membership of this advisory committee will have representation from the various shared governance groups, the PBT’s, senate, faculty, staff and students.
* No number yet of how many from each group, but hoping for balanced representation of classified, faculty and administrators.
* These areas will be asked to designate members for this committee.
* For student representation it was suggested they have a mentor that can help them understand the technical jargon and any program knowledge they may not have prior to joining the committee.
* Muthyala-Kandula suggested the times of the meetings, if they remain Wednesday mornings, will make it difficult for faculty to participate.
* Mieso responded the meetings will continue to be about once a quarter and we can look at and be mindful of faculty time and availability when choosing a consistent meeting time.

**Integrated Planning Presentation** (Mieso and Ranck)

* Draft of the SSSP/SE/BSI Integration Plan presentation are available on the SSSP/SE/BSI website
* The presentation covers main information and key areas
* Submission deadline is now January 31st, 2018
* The integrative plan will be a 2yr plan, but allocations will remain annual with a spending timeline of 2 years.
* There will be no new data requirements.
* The aim is to encourage alignment among the 3 initiatives and leverage resources to improve student success.
* The plan has 5 integrated goals achievable by June 30th, 2019.
	+ **Goal 1: Improve transfer and graduation rates for disproportionately impacted students.** For SSSP that means continuing ed plan completion. For SE it means scaling the learning communities. For BSI, DARE likes the innovative space where they can incubate and reduce the number of students fall below 2 or more college level because that is where we lose them and what needs to be addressed to see the needle move.
	+ **Goal 2: Close the achievement gap for students in developmental (basic skills) courses and other identified student populations by increasing persistence, retention, and success rates.** How do we move students through? Starfish is one tool to be piloted as an early alert system. SE data shows that student engagement and cultural activities helps student feel connected engaged and we want to have those opportunities for students. BSI is supporting comprehensive tutoring.
	+ **Goal 3: Identify and update campus services, policies, procedures towards reducing barriers and increasing student success (enrollment, orientation, readiness, multiple measures, placement, academic probation, book vouchers, OER).** How can we improve student success by removing barriers that are institutionally based? We need to look at our own policies and procedures. Look at enrollment, orientation, book vouchers, etc. as areas we can make improvements. There are currently 7 steps to get a book voucher, can something like this be streamlined.
	+ **Goal 4: Engage faculty and staff in professional development activities focused on improving student success and closing the achievement gap.** There are places for innovation. Training opportunities, webinars, sharing best practices and how to formalize these? How do we engage folks and diversify who goes to conferences so it is not always the same people?
	+ **Goal 5: Build on and broaden our existing relationships in the high schools and within the community to improve college readiness of entering new students.** Work with students early on to improve readiness and awareness of opportunities. SSSP to continue pre-enrollment services and work with underrepresented communities. SE is engaging and supporting peer mentors and ambassadors who can engage new students. BSI will support pre-term activities such as Summer Bridge. The college promise will be targeting Cal grant students and we hope to engage that cohort early on to improve their connections and help them reach their goals.
* One goal from 2015-16 that intersects all three initiatives is to increase retention and success for new incoming students including those in basic skills and Student Equity identified target (disproportionately impacted) populations.
* Allocations:
	+ SSSP is down about $200,000, it will not have a significant impact and we are still within budget target. Match is still 1:1
	+ A good portion of SE dollars are tied up in staffing. SE is working with partners to ask partners for proposals that will go to IPBT. Hope to have funding that can be open to the campus to make proposals. Projected to run out of 16/17 funding in February 2018 and go straight into 17/18.
	+ SSSP funds still tied to core services. There is an opportunity to look across all 3 funding sources and see what is or is not allowed from one area to another. SSSP already has major expenditures allocated to salaries, Starfish and Edunav.
* Kauffman- goals are clear, but can the wording around 2 year plans and annual budgets be made clearer?
* Le Bleu Burns- suggested folks should have a copy of the plan to be able to study and formulate questions before being presented with it. Cortez and Hunter seconded.

**SSSP/SE/BSI Updates**

* SSSP- focus for fall is to work on comprehensive ed plans for all first-time to college students and complete outreach and follow-up. Also a focus to ensure these students are completing all core services, including orientation and assessment, in their first quarter.
* SE- Student Equity partners are submitting funding plans and different programs and activities such as Rock the School Bells, panels, field trips, etc.

**Program Updates**

* Classified Senate put out a resolution for DACA students. General meetings coming soon.
* DASB is sponsoring a special election November 13-16 to increase Eco Pass fee by $2.75. Students must approve again. Cortez suggested DASB can go to the classrooms to announce the election. Questions around if there are promotional materials or if it can be made more prominent on Myportal and if communications can put it on social media.
* The office of outreach is hosting a Freshmen Resource Tabling event November 15th in the main quad.