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Moreno Valley College
Student Success and Equity Committee
Date: Tuesday, November 1, 2016, Time: 12:50pm – 1:50pm Location: SAS 101

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I. **Welcome**

II. **Approval of Minutes, October 4, 2016**

III. **New Business**

    1. **Change to the Steering Committee: addition of Akia Marshall as Classified Co-chair**

    2. **Request to SS&E Committee from Accreditation Group**

    3. **Report Out (Co-Chairs): - Michael Paul Wong**
- **Assessment & Orientation Work Group**
    - **Lead – Julio Gonzalez, Co-Lead – Evelyn Gonzalez**
- **Counseling Work Group**
    - **Lead – Salvador Soto, Co-Lead – Silvia Trejo**
- **Data Work Group**
    - **Lead – Michael Paul Wong, Co-Lead – Martha Rivas**
- **At Risk Students Work Group**
    - **Lead – Bonnie Montes, Co-Lead – Maria Pacheco**
- **Budget Work Group**
    - **Lead – Michael Paul Wong, Co-Lead – Larry Peña**
- **Student Equity Work Group**
    - **Lead – Cordell Briggs**
- **Basic Skills Work Group**
    - **Lead – Kari Richards-Dinger**

    4. **Work Group Discussion:**
- **Breakout Sessions**

IV. **Topics for future agenda items**

V. **Adjournment**

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Next Meeting: Tuesday, Dec 6, 2016, 12:50pm-1:50pm, Location: SAS 101

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MVC Student Success and Equity Committee

Work Group Projects 2016-2017

Assessment and Orientation Work Group:

- Improve the orientation process by developing an online interactive orientation that is up-to-date, college-specific, relies heavily on technology and video, and remains an in-house operation. Counseling faculty, who will also research outside vendors, will develop the orientation content
- The college will continue to use the current online orientation until the new interactive online orientation is launched
- Continue to meet the needs of students who prefer in-person, face-to-face orientations through Transition to Success
- Explore the possibility of expanding Transition to Success beyond exclusively a summer program, and offered to special populations

- Continue to prepare for timely implementation of Common Assessment Instrument to replace AccuPlacer in college assessment
- Implement MMAP into assessment practices
- Provide afternoon testing for high school seniors on the MVC campus to support increase in access
- Emphasize college standards through high school parent nights, counselor-to-counselor orientations and high school visits conducted by the Outreach Specialists
- Increase the number of work stations in the Assessment Center from 22 to 45
- Incorporate the new Placement Coordinator position into the college's Assessment operations
- Hire additional classified Assessment staff to meet the need for evening and weekend testing services, increased testing at the local feeder high schools, and drop-in testing

Counseling Work Group:

- Support At Risk Students Work Group in the creation of a plan to ensure that all students are in compliance with SSSP requirements for student educational planning by the 15 unit/3 semester mark
- Develop strategies to improve the low show rate for online counseling appointments, compared to face-to-face counseling appointments.
- Identify key target points in students' educational careers in which there is a need for student service contacts in order to reach all students at critical points throughout their careers at MVC. Generate data on the scope of these services and needs
- Develop and offer student success workshops for students
- Support District-wide efforts to create on-line student educational planning tools
- Support efforts undertaken by the Orientation SSSP Work Group to develop a more interactive on-line orientation

- Develop master calendar of classroom presentations, staffed information booths, and student success workshops for common student needs, timed around the expected lulls and high demand periods throughout the year.
- Continue to expand and improve the informational campaign targeted at students who are still missing their comprehensive educational plans. Send e-mails, voicemail messages, and hard copy letters to all students approaching the 15 unit/3 semester limit, and reorganize counseling availability to attempt to accommodate the consequent increased demand.
- Improve access and quality of counseling services to on-line students, evening students, CTE students, and BCTC students

At Risk Students Work Group:

- Implement recommendations of 2015-2016 At Risk Students Work Group to reorganize the Probation and Dismissal process which includes additional registration holds, required counselor meetings, required workshops on student success, strengthened referral to Guidance classes, and incorporation of the BOGW appeal in this process.
- Include an option on WebAdvisor for students to self-report reasons for dropping their course.
- Survey students that have dropped a course during semester to see why they dropped their course (s), and to determine if they are dropping their courses due to extenuating circumstances or college related issues (example, not having their books, etc.)
- Increase student retention and success through peer-led collaborative learning techniques
- Increase the number of educationally underserved students participating in special programs that support student completion of degrees, certificates, and transfer
- Early Alert Program: incorporate additional student academic support programs into the referral process. Personalize the referral notification to students and improve how the program tracks how students respond to faculty referrals.
- In alignment with the efforts of SSSP, SEP, and BSI committees, make efforts to better understand, disseminate, and respond to data regarding student success of at-risk students, and the barriers that prevent all students from achieving it, with special attention to students who are disproportionately impacted by these barriers
- Require students going through dismissal appeal to have updated student educational plans within the last 12 months.
- Examine the appointment process in Counseling so that students with out of date student educational plans who are going through the dismissal appeal process will get prioritized access to counselors.
- Explore how changes to Financial Aid policy regarding the Board of Governor's Waiver are likely to affect at-risk students, and develop plans to support those students.
- Work with Counseling Work Group in the creation of a plan to ensure that all students are in compliance with SSSP requirements for student educational planning by the 15 unit/3 semester mark

Data Work Group:

- Support a culture of inquiry in developing goals and implementing our plan

- Identify inconsistencies that threaten accuracy of MIS data
- Resolve practices with data reporting
- Improve practices for data collection and reporting
- Continue to work with District IT to implement last 2015-2016 Data Work Group's recommended improvements to MIS reporting of repeat core services to capture lost data
- Work with Institutional Effectiveness staff to report out core SSSP data so that progress toward implementing goals can be widely disseminated

Budget Work Group:

- Develop strategies to address large carry forward and salary savings balance
- Improve transparency, report to the regular committee meeting

Student Equity Work Group

- Support and Assess efforts of FYE Work Group to implement 2016-2017 FYE Program and create 2017-2018 FYE Program
- Work with the MVC Professional Development Committee to develop a professional development plan that supports reduction of disproportionate impact to targeted groups
- Work with Assessment and Orientation Work Group to support implementation of MMAP and assess the impact of the program
- Work with FYE Work Group to support assess impact of Summer Bridge 2016 and design Summer Bridge activities for 2017
- Align student success interventions that are funded by Student Equity funds with expansion of academic support
- ESL focus
- Work with Basic Skills Transformation Grant to improve acceleration of Math, English, and Reading student achievement
- Work with CTE departments and programs to address one or more of the five targeted subgroups in the Student Equity Plan

FYE Work Group

- Assess 2016 Summer Bridge Jump Start Workshops and program
- Continue to plan and implement 2016-2017 FYE Program
- Continue to plan and implement 2017-2018 FYE Program with special emphasis on expanding to the program beyond the pilot population

Basic Skills Work Group

- Support student achievement in basic skills through funding of innovative programs
- Collaborate with all Work Groups to support student achievement in basic skills

Student Success and Support Program Committee
Committee Members Work Group List

Faculty Co-Chair: LaTonya Parker
Staff Co-Chair: Edward Alvarez
Facilitator: Dr. Michael Paul Wong – Dean of Student Services, Counseling

Assessment& Orientation Workgroup:
- Lead: Julio Gonzalez
- Co-Lead: Edward Alvarez
- Adrian Sagrero (ASMVC)
- Akia Marshall
- Arlene Serrato
- Carmen Perches
- Dr. Laporte
- Dr. Pisa
- Larry Pena

Counseling Workgroup:
- Lead: Salvador Soto
- Co-Lead: Silvia Trejo
- Arlene Serrato
- Carmen Perches
- Carmen Valencia
- David Hernandez (ASMVC)
- Dr. Orr
- Gertrude Lopez
- Karolia Macias

At Risk Students Workgroup:
- Lead: Bonnie Montes
- Co-Lead: Dr. Pacheco
- Ann Yoshinaga
- Carmen Valencia
- Dr. Laporte
- Dr. Pacheco
- Gertrude Lopez
- Linda Pratt
- Melissa Lopez (ASMVC)
- Mrs. Vincent
- Dr. Smith

Data Workgroup:
- Lead: Dr. Wong
- Co – Lead: Dr. Pisa
- Ann Yoshinaga
- Carmen Valencia
- Edward Alvarez
- Gertrude Lopez
- Janelle Brekke
- Latonya Parker
- Maureen Rubalcaba
- Nate Finney
- Silvia Trejo

Budget Workgroup:
- Lead: Dr. Wong
- Co-Lead: Larry Pena
- Akia Marshall
- Ann Yoshinaga
- Dr. Foster
- Maureen Rubalcaba
- Mrs. Vincent
- Salvador Soto