



Moreno Valley College

SS&E Committee Meeting Minutes

Date: **April 18, 2017**

Location: **SAS 101**

Time: **9am -11am**

Call to Order:

I. Roll Call:

Steering Committee (Faculty): Dr. Sheila Pisa (Present); Dr. Cordell Briggs (Present); LaTonya Parker (Present)

Steering Committee (Staff): Ruth Jones, (Present); Akia Marshall (Present)

Steering Committee (Administration): Michael Paul Wong, Dean, Student Services (Counseling) (Present); Andrew Sanchez, Dean, Grants and Equity (Present); AnnaMarie Amezcuita, Dean of Instruction (Absent)

Steering Committee (Student): Adrian Sagrero (Present), Michael Slaughter (Absent)

Committee Members: Dr. Casey Orr (Present); Carmen Valencia (Present); Gertrude Lopez (Present); Dr. Maria Pacheco (Present), Salvador Soto (Present); Denita Moore (Present); Silvia Trejo (Present); Kari Richards- Dinger (Present); Bonnie Montes (Absent); Evelyn Gonzalez (Absent); Martha Rivas (Absent)

Other

II. Approval of Agenda

III. Approval of Meeting Notes: March 14, 2017

Motion: (Marshall), Second: (Soto): Vote: Yes 13 No 0 Abstentions 0

1. Suggestion of SS&E Committee to follow the template for Meeting Minutes located in the Leadership and Governance handbook for minutes.
 - a. According to April's meeting minutes, December meeting minutes still have not been approved
 - b. Recommendation of SS& E Committee is to add December minutes to March minutes for approval.
 - c. Dr. Wong suggested to create the combined minutes to bring back to the committee for approval at next committee meeting.
2. Dr. Wong will set a meeting draft to be sent to Steering Committee for approval.

IV. Old Business:

1. SS&E website
 - a. Marshall suggests that committee make an announcement to the public regarding the website.

2. SS&E Integrated Plan

V. **New Business:**

- 1. Goals recommended from retreat
- 2. Link goals with strategic plan

Discussion -

Jones recommended the committee use the strategic planning goals as the foundation

Dr. Wong recommended to modify the recommendation but also wanted the committee to consider how the strategic plan will fall into all areas for concern

Dr. Sanchez recommended the committee to keep in mind the original initiatives and connect with the strategic plan.

- a. Where do the initiatives come from? Answer, the State Chancellor's office.
 - b. IEPI goals must be reported yearly
 - c. Plan in place that includes all 4 groups with integrated budget
 - d. Goal is to have plan in place for fall implementation
 - e. Where are we at in the process? Dr. Wong stated we are in the middle of the process; we are exactly where we need to be at the present time of the process.
- 1. Marshall suggested for the Steering Committee to have a draft in place as soon as possible.
 - 2. Townsell suggested that sub committees and workgroups need to meet and to report back with statistical data that can be valuable in adding to the integrated plan.
 - 3. Marshall suggested that the committee use the goals of the Integrated Strategic Plan from 2015- 2018
 - 4. Dr. Pacheco and Dr. Pisa review goals from retreat and mapping goals to the Integrated Strategic Plan from 2015- 2018.

- 1.1 (5)
- 1.2 (3)
- 1.3 (6)
- 1.4 (6)
- 1.5 (1)
- 1.6 (2)
- 1.7 (1)

- a. Motions to move forward with recommendations from retreat using mapping to connect the goals of retreat to the 2015-2018 integrated strategic plan. **Motion: (Marshall), Second (Townsell): Unanimously approved**
- b. SS&E Committee agrees to move forward with the goals as the framework to creating the integrated plan due December 1, 2017.
- c. Dr. Wong stated that the Steering Committee will use the goals as the framework to create a driving document for the integrated plan.

Steering Committee Updates

- 1. Dr. Wong recommends to bring new members to the Steering Committee, Dr. Sheila Pisa, Dr. Andrew Sanchez, Dr. AnnaMarie Amezquita
- 2. Motion to add new members to the Steering Committee

Motions (Dr. Wong), Second (Jones) Yes 16 No 0 Abstentions 2

Question: Who are the members of the Steering Committee and their representation?

Current members

- Dr. Wong - SSSP
- Dr. Briggs - SE
- Akia Marshall - SE/SSSP
- Ruth Jones- SE/ SSSP
- Ms. Parker- SE/ SSSP/ BSI
- Adrian Sagrero- Student

Michael Slaughter- Student
New Members
Dr. Sanchez - SE
Dr. Pisa BSI/BSTG
Dr. Amezquita - BSI/BSTG

1. Marshall recommends the SS&E Committee be renamed to the Integrated State Initiative Committee
Motions (Marshall), Second (Jones) Vote: Yes 1 No 13 Abstentions 6

VI. Work Group Report Outs:

Counseling Work Group

1. Marketing for graduation application deadline
2. Adding directions to degree application website
3. Update bookmark for students' Associate Degree/ graduation information
4. Procedures for Golden Ticket for graduation
 - a. Soto will put in writing the recommended procedure regarding the golden ticket

At-Risk Work Group

1. Creating a proactive plan for students which includes:
 - a. Generating a letter to at risk students who are on probation
 - b. Jones suggested to include workshops in letter
 - c. Current challenge for work group is when student can register due to holds for dismissal.

Budget Work Group

1. Proposal to support Mental Health Services
2. Counseling for mental health students who are at risk
3. Currently Mental Health Services do have staff for this position (classified/ management)
4. Cost for staff started at 62,000, current salary is expected to be 131,000
 - a. Cost increase is based on salary
 - b. SS&E Committee recommended not to respond to the offer until Budget Work Group meets and votes

Student Equity

1. Participating in integrated planning
2. High Profile programs on campus - FYE and Umoja
3. Student Equity Work Group wants to address the goals of other programs on campus driven by student equity as a part of the complete integration process.
4. Research needed to understand how the equity initiative is moving to close the gaps within the programs.

BSI/ BSTG Work Group

BSI

Purchasing laptops
Funding Faculty

BSTG

Ed summit March 2, 2017
Work continues on English clubs
Math collaboration May 23, 2017
Curriculum; syllabi

Proposal for courses offered such as Math 35 in the Fall 2017
Accelerated courses plans for 2018- Corequisites
Reading acceleration courses
Replacing Math courses such as Statistics with Math 37

No Report Out

- **Data Work Group**

VIII. Adjournment

Next Meeting: SS&E Committee meeting will be held on Tuesday May 9th in SAS 224.