

SSSPAC Meeting Notes

October 18, 2017



Committee Membership - Attendance:

Name	College	Constituency	Absent (A), By Phone (P), In Person (IP)
Dr. Tim Johnston	Shasta College	Region 1	A
Kimberly McDaniel	Cosumnes River College	Region 2	A
Melanie Dixon	Folsom Lake College	Region 2 Alternate	P
Li Collier	Santa Rosa Junior College	Region 3	P
Carla Rosas	Los Medanos College	Region 3 Alternate	IP
Laureen Balducci	Foothill College	Region 4	P
Delecia Robertson	San Joaquin Delta College	Region 5	IP
Damien Pena	Ventura College	Region 6	A
Regina Smith	LA City College	Region 7	A
Lucinda Over	Citrus College	Region 8	A
Noel Corral	Long Beach City College	Region 8 (for Lucinda Over)	P
Amy Nevarez	Chaffey College	Region 9	A
Arthur Lopez	Victor Valley College	Region 9 (Alternate)	P
TBD		Region 10	
Dr. Vaniethia Hubbard	North Orange CCD	NSSSPAC Representative	P
Nilo Lipiz	Rancho Santiago CCD	Noncredit Representative	IP
LaTonya Parker	Moreno Valley College	Academic Senate/Counseling Faculty	P
Sabrina Sencil	Cosumnes River College	RP Group Representative	P
TBD		CSSO Representative	
Victoria Hindes	West Valley College	CSSO Representative	P
Greg Nelson	College of Marin	CBO Representative	A
Maggie Baez	Canada College	Classified Senate Representative	IP
Chelley Maple (Co-Chair)	College of the Canyons	CCC Student Success & Matriculation Professionals Association	IP
Susan Bricker	Pasadena City College	CA Assoc. of Community College Registrars & Admissions Officers (CACCRAO)	A
Stacy Jones	Santa Monica College	California Community College Assessment Association	P
Mandy Liang	City College of San Francisco	California Community College Assessment Association	A
Terry D. Giugni	Pasadena City College	CIO Representative	P
Greg Nelson	College of Marin	CBO Representative	A
Georgina Guy	Saddleback College	Student Equity Representative	P
Sharon Brisolara	Shasta College	Student Equity Representative	IP
Chantee Guiney	Chancellor's Office	Basic Skills Advisory Committee Liaison	A
Beverly Rapouw	Crafton Hills College	Student Senate	IP
Rhonda Mohr	Chancellor's Office	Interim Vice Chancellor, Student Services	A
Kirsten Corbin	Chancellor's Office	Dean – Academic Affairs	A
Michael R. Quiaoit	Chancellor's Office	Specialist (Co-Chair)	IP
David Lawrence	Chancellor's Office	Specialist – Allocations and Student Equity	IP
Mia Keeley	Chancellor's Office	Specialist – Student Equity	IP
Caroline Ramirez-Faghih	Chancellor's Office	Research	IP
Patty Falero	Chancellor's Office	Support	IP

Welcome, Introductions, Travel Forms

- Please send your travel reimbursement forms into Patty Falero Pfalero@cccco.edu
- May have changes in the coming year due to a change in fiscal agent.
- Michael Q. explained that we have added some new Academic Senate and Student Equity representatives to the committee to ensure cross collaboration in our new student-centered environment.
- Both in-person and phone attendees introduced themselves.
- Members suggested we utilize ZOOM technology for the meeting as well as in-person.

Charter and Roster Review

- Added SE, Research, AEBG representation and be more inclusive.
- Do we want to consider a name change? We are still in silos, currently in an interim space. Recommendation of dropping “support” from name. Possibly “Student Success Advisory Committee”
- Basic Skills will not collapse their committee, requirement under legislation. However, it is represented in SSSPAC. Maintain groups to keep the voice.
- Update roles and responsibilities: Integrated planning in an equity-minded way, add faculty under communication.
- What is our purpose? Purpose is to serve as an Advisory Committee.
- Note: Will be looking at outcomes moving forward. Also, looking at statewide trends...
- Term assignment: If you would like to move on, go back to region and find a replacement. Then share them with Michael Q.
- Include integrated planning and equity - modify the overall roles and responsibilities
- Keep it generic because we’re changing fast and we don’t know what we’re going to transition into after this integration
- **Action Item:** Chancellor’s Office will update the Charter and Roster (if necessary).

Chancellor’s Office Update

- DACA - a lot of support from the Chancellor’s Office to advocate for students both on the federal and state level
- AB 705: Use HS grades/transcripts as MMAP, within a year to transfer level courses (See Eloy press release). Legislation, guidance, and technical assistance is leading to Guided Pathways and aligning with the system’s strategic goals and vision.
 - Kirsten Corbin, BSI is working on language for this/CCCCO will make transcript information available from CalPads? Will provide further guidance as it pertains to Assessment.
 - Email Michael Q if any additional questions or input, internal meeting in the next couple of weeks regarding colleges that provide substantial remedial courses.
- AB 504: Adopt one common methodology regarding SE (Percentage Point Gap method), guidance already provided. Use of additional methods is recommended.

- AB 1081: Adds Homeless and LGBTQ, currently working with Butte Technology Center. Will need to update CCAPPLY to track...CCCCO put together guidance. Adding to disproportionate impact, priority age is 25 y/o but legislation has no age for disproportionate impact.
- Technology Updates
 - AB 637: Cross enrollments between districts (OEI)
 - Canvas is now implemented at all 114 colleges
 - Common Assessment update next week 10/23 (Update: Per October 24th, 2017 Memo from Chancellor Oakley, the CAI project has been terminated.) With the enactment of AB 705 and the termination of CCCAssess, California community colleges have an opportunity to re-evaluate their assessment and placement practices that fundamentally affect how students begin their educational journey. In doing so, we can accelerate efforts for the system to eliminate achievement gaps that begin when students are placed into long developmental courses sequences. To advance this work, the Chancellor's Office will be assembling an AB 705 implementation team to assist with the guidance and practices associated with the legislation to assure that we can meaningfully engage the implications together.
 - MyPath Portal and EPT-DAS Update (December 11-12, Summit)
 - Concern regarding student ids and inability of noncredit students to access portal, etc.
 - CCAPPLY
 - Noncredit application is being researched by steering committee and legal. Currently evaluating potential legal implications regarding the residency questions.
 - College Completion Grant
 - Has implications to Comprehensive Education Plan
 - Adult Education Block Grant (AEBG) Update
 - Serves low income students, adult ed., etc. Released evaluation of program on website. Released a policy paper in August 2017. Meeting with LAO, Finance, etc. (single student identifier, teacher reciprocity, and minimum qualifications for teaching, consortia). Faculty committee-crosswalk, competencies, etc. Many intersections with SE and SSSP.
- Allocation
 - Distributed by Friday 10/20/17. Total allocation will be close to last year. The 95% guarantee for credit SSSP is based on prior year P1 allocation. CO will be keeping more for other student success projects. Noncredit will be more similar next year to credit formula. (Update: CCCCCO MIS found an error in the data pull from MIS and a revised allocation memo was sent back out to colleges on October 31, 2017)
 - Student Equity allocations was distributed quicker because they used prior, prior year funding to allocate.
 - No funds reallocated yet for Mid-year reports for credit and noncredit. The reports are still being compiled. Any reallocation of Mid-year funds will occur in November.

Integrated Plan Update and Discussion

- Timeline was tough.
- Would have preferred to have it completed in August.
- Online Portal for the Integrated Plan will be available in January (delayed); it will be a cut and paste function from the PDF template (the budget may be different than the EXCEL spreadsheet provided in the template – a short narrative may be accepted)
- Feedback:
 - Student Success Committee, smooth process for some, word limit.
 - Answering questions about past was hard, because they were new.
 - Integration of smaller programs, evaluation of shared goal.
 - Things have changed, consequences, accountability. Looking at intermediate outcomes.
 - Integrating processes, research committee with representation from all colleges.
 - Budget Plan, just input information on Budget Plan, no additional language, recommend including link in that section. Keep it simple, overall blocking. Detail will be in the year-end report. Inclusion of appendix.
 - Question 8 for noncredit was helpful.
 - Q10. Executive summary: Specific to SE, Ed Code requirement. It was recommended to include a summary of all, but it is not required.
- Due on Dec. 15, 2017 (Update: the Integrated Plan is now due **January 31, 2018**)
- No changes – copy and paste
- Board Meeting approved
- Feedback from the field:
 - Format and process has been smooth – worked with student success committee, and so everybody got their input on the goals.
 - Some of the goals are a bit more challenging because the rules keep on changing; ex. Equity is more unique/challenging because of the data; great exercise in looking back on previous plans
 - Coordination was tough because SSSP is straightforward, but equity is all over the place. Hard to find balance – BSI and SSSP was seamless, but not for equity; Integrated Plan writing group is still ongoing even after the product
 - Who else belongs in this umbrella? Smaller programs? What is the baseline for these goals? Political questions? It is nice to have shared goals and fewer indicators. Maybe need intermediate indicators or goals.
 - Need reasonable analysis (on short-term metrics) and research support
 - Some colleges want to add more info on the plan – not necessary for reporting, but colleges are still required to do the equity analysis per legislation
 - Integrated plan – forced the group to come together and work on the goals
 - Confusing: budget plan – complete the template; narrative is not required
 - Creates more transparency in the budget plan and in talking about money; working collaboratively on budget or supply
 - Shared dialogue across programs and colleges within the district
 - Ed code require student equity plan summary; no need to include the other goals in the executive summary

Stakeholder Updates

Dr. Tim Johnston (Region 1) – No Update

Melanie Dixon (Region 2) – Los Rios CCD working on Integrated Plan and Guided Pathways; regional alignment work, and focusing on the Promise Program

Carla Rosas (Region 3) – EPI Grant ends this academic year. Focus on wrapping up activities

Laureen Balducci (Region 4) – No Update

Delecia Robertson (Region 5) – No Update

Damien Pena (Region 6) – No Update

Regina Smith (Region 7) – No Update

Noel Corral (Region 8) – Long Beach City College; November 3rd a demonstration of Cranium Café and other education planning tools; share out to colleges of Integrated Planning process

Arthur Lopez (Region 9) – No Update

TBD – No representative (Region 10) – No Update

Maggie Baez (Classified Staff) - No Update

Dr. Vaniethia Hubbard (NSSSPAC Representative) –

- ACCE Drive-in workshop in the North on 11/6 (Sacramento CCCCCO), South 11/9 (Walnut -Mt. SAC)

Sabrina Sencil (RP Group) – No Update

LaTonya Parker – No Update

TBD (CIO) – No Update

Nilo Lipiz (Noncredit) – No Update

Victoria Hindes (CSSO)

- CSSO invitation to Foothill College Sunnyvale Center
- Assessment Summit November 1st

Mandy Liang (CCC Assessment Association) – No Update

Beverly Rapouw (Student Senate) – No Update

Transition from Integrated Plan to Guided Pathways

- What do we need in terms of training as we move forward with integrated planning? Regional workshop or targeted training
 - Training regarding percentage point
 - Leadership brought in to training

- Reasonable and justifiable expenses-audit: Process followed by the college to approve/justify expense. Handbook for audit? Expenditure guidelines (a couple of pages). Discuss scenarios
- Region meetings (on-site): Spring Conference – Guided Pathways focus
 - Outline showing all programs funding formula, integrated as a planning not a funding source (yet), pending big changes in legislation
 - Sharing out things that are swirling around
- Plan review by peers
- Visual Aid – framework of guided pathways (GP) SSSP is a process, SE is a vision.
 - Timing for completed visuals to share out with constituents? Ideally have in time for our Spring Flex.
- PPG – training; especially now that there’s more faculty in the IP workgroup
- Leadership at all levels – necessary for GP implementation
- New funding guidelines – what does auditing look like because of new expenditures? Auditors want more specificity – how you have approved or justified the expenditure. Even auditors are not clear on what is allowable; maybe focus on non-allowable expenditures.
- How do you create or develop short, mid and long-range goals and outcomes? In addition, how can the auditors use this for guidance? Create a book/binder for the auditors.
- Expenditure guideline for guidance on reasonable/justifiable
- Regional workshops so we can share best practices with each other
- Look across IP and identify best practices
- Discussion of indexing the goals so that it can be aligned with GP. How do we crosswalk it to the vision? Whom do we connect with on campus? Innovations?
- A cheat sheet for the SSSP / BSI / Equity funding formulas because it is not integrated like the plan.
- New legislation or initiatives that has GP implications?
- Since colleges are in different stages of GP implementation, do people need to discuss this regionally – how do student services position themselves in the GP discussion?
- Coaches for GP implementation
- Research other state models of GP – ex. Case load of counselors: advantages and disadvantages
- GP orientation for beginners vs intermediate
- How can SSSP fill in the gaps in terms of work or knowledge of GP?
- Is there a visual aid on the overlap of GP with IP? What happens to equity when you have the GP? Which four pillars in GP use or show or need equity? Ex. Access
- How do we move equity as an initiative, apply it critically in implementing GP, and use it to meet the needs of the students?
- For this to be a systematic change, look at every process from the students’ perspective, and what / why are we doing this?
- Need guidance on how we can redirect the IP goals to a local implementation with GP?
- Is it possible to integrate budgets? Who is involved in this discussion? Check the BOG meeting
- CO- what do you need or training to assist with Integrated Plan moving forward?
 - Guidance and calling out inclusion of GP framework into the integrated plan
 - How do we infuse both?
 - Start prompting colleges by asking specifically about GP. Look at other state implementations of GP

- Which of the 20 colleges (CA Guided Pathways Project) are adopting implementation from other states (e.g. case management model)? Achieving the Dream uses a case load model
- IEPI meetings (Laura Hope)
- Guided Pathways – IEPI Leadership at all levels in spring conference
- Training from CO about justifiable expenses and how the audits may be conducted.

Wrap Up and Action Items

- CCCCCO will update the Charter and Roster
- Committee members will inform Michael Q. if they wish to remain a representative or if they would like to identify a replacement from their respective constituency
- Michael will share training ideas with internal team and management

Next Meeting

- Next Meeting: **Wednesday, January 10, 2018 – 9:00 a.m. to 2:30 p.m.**