Student Success Committee
Mon., Dec. 10
Minutes

Present: Accardo, Epstein, Martinez, B., Goodman, McCaslin, Villanueva, Robin, Stein, Odello, Bruzzese, Wood, Rosdahl, Braxton, Boddicker, Low

7. MSP to approve agenda
8. MSP to approve Nov. 28 minutes
3. Co-Chair report
   3.1 Math Proposal reimbursement: The math department will be reimbursed $475 for their Math Jam project that was approved at a prior meeting

4. General Principles Behind Student Success Proposed Project Funding: Some general guidelines for funding future projects were discussed. They were
   • Projects should be piloted first, i.e. carried out on a limited basis with their progress evaluated before continued support is provided and because of the limited amount of committee funds
   • Projects should include a built-in assessment component and outcomes to be able to evaluate their performance
   • Departmentally focused projects should have been discussed with and have some support from originating departments and the dean
   • Projects should reflect alignment with the Basic Skills literature review (Basic Skills as a Foundation for Student Success in California Community Colleges)
   • Projects should not provide any additional compensation for the originators aside from that provided by the committee. Use the contract language to communicate this item.
   • Since there are multiple funding sources besides Student Success funds possible for supporting projects, the committee will consider and recommend what the appropriate means for funding will be. Ways of compensating for faculty time could include hourly pay, a stipend, professional development credit or other sources of funds.

Izzy will include the suggestions made and present it at the next meeting.

It was suggested that the committee create a proposal form to include appropriate items.

5. Proposed projects: see attachments
   5.1 Videotaping and Webposting Project (handout): Allan Epstein gave the committee an explanation and demonstration of his project, which could be used to record and post on the web actual classroom lectures or lessons on any subject. It would require the purchase of video cams and software. Alan would help with the training. It was pointed out that we have such capability at the college already and that this is just another means of achieving the same end. It was suggested that Allan offer this training as a Professional Development workshop to see what the faculty interest would be. The committee could provide some seed money to purchase the necessary materials to get it started. He would receive professional development credit for his time.
   5.2 Student Success Counselor (handout): Phyllis described this 0.6 position for Spring 2008 to help with administering the student cohorts and learning communities for spring and fall of 2008
   5.3 Student Success Projects Coordinator (handout): Izzy Goodman to coordinate the initiative projects the committee agreed to pursue. A suggestion was made to start by funding only the winter and spring request.
   5.4 Library ideas (handout): Florence Robin would like to create a library of basic skills materials to support those classes. It was suggested that she work with the appropriate departments to choose the materials, which would help ensure that they are used for this purpose. She agreed.
5.5 ASO Advisor: Joy is calling attention to the need for a full time ASO advisor to facilitate greater student engagement on campus. There was no request for funds.
Information Desk: Joy is again calling attention to this need, which is already getting funding.

There was no time to complete the rest of the agenda, so another meeting was called for Monday, Dec. 17 from 4-5PM in CSB to finish reviewing the projects and make a recommendation.

5.7 Student Success Webmaster:
5.8 Professional Resource Materials: Carol Kozeracki
5.9 English Projects (handout): Donna Accardo
5.10 Math Exit Exam (handout): Bob Martinez

6. Student Success Spring Convocation- Friday, Feb. 8: Izzy Discussion
Composition and Scheduling of Subgroup Meetings: Joy/Izzy Discussion