LONG BEACH CITY COLLEGE
STUDENT SUCCESS COMMITTEE MEETING
MINUTES

February 23, 2009
2 -4 p.m., N-101

Members Present: Lisa Goddard, Bobbi Villalobos, Eva Bagg, Hannah Alford, Casey Crook, John Downey, Jordan Fabish, Sudeepa Gulati, Shauna Hagemann, Kenna Hillman, Ruby Icaro, Mark Matsui, Donna Rafanello

Members Absent: Joan Rudolph, Jannie Mackay, Tom To

Hand-outs (4):
Agenda
Flow Chart, Student Success Committee (B. Villalobos)
Title V SKILLS Chart, Year 3 (B. Villalobos)
ARCC 2009 Report, Draft (H. Alford)
Evaluation Plan (Draft), LBCC Student Success Initiative (Eva Bagg)

Welcome
Bobbi welcomed and thanked members for attending

Approval of 11/17/08 Minutes (Lisa)
Lisa Goddard confirmed that the correct title in Item 7 is Executive Vice President of Academic Affairs. The minutes of 11/17/08 were approved. Lisa will make the last few edits and then forward the final minutes to all members.

Student Success Committee Flow Chart (Bobbi)
- Bobbi reviewed and discussed with committee members the Student Success Committee Flow Chart. This chart illustrates the route of proposals for review, approval and processing, from the time of presentation to the Student Success Committee to the presentation of status reports to the College Planning Committee.
- Shauna Hagemann pointed out a possible error regarding the level of involvement of the College Planning Committee. She informed this committee that the CPC is involved in the approval or disapproval process and that the flow chart should be revised to reflect that. Bobbi Villalobos said she would confirm the CPC role and report at meeting on March 9th.
**ARCC 2009 Report: College Level Indicators (Hannah Alford)**
- Hannah Alford reviewed and discussed with committee members the ARCC 2009 Report. The report shows disappointingly low scores in almost every category for Long Beach City College.
- Final ARCC report will be issued in March 2009. Members agreed that LBCC should issue a statement/explanation on numbers and what we plan to do to improve them in each area.
- Kenna Hillman pointed out that the implementation of prerequisites will very likely bring the ARCC data numbers up in the long run. Bobbi Villalobos noted that the implementation of prerequisites will not begin until Phase 2 (we are now in Phase 1); however, it is not too early to discuss and plan. Kenna will also talk with the Curriculum Committee chair about beginning a dialogue regarding prerequisites. It was noted that prerequisites will require additional and/or re-distributed funding.

**Title V SKILLS (Bobbi Villalobos)**
Bobbi Villalobos reviewed and updated members on the status of specific tasks scheduled for the Title V SKILLS grant, Year 3, as outlined in the handout. She stated that the specific tasks in the grant that align with the Student Success Plan are:
- Overall research of activities
- *Equity Scorecard Research* – The math faculty completed their research. Daniel Berumen (Institutional Effectiveness) is currently working with the reading faculty to complete a student survey.
- *Early Alert/On-Line Ed Plan* – This in an ongoing project that Kenna Hillman is facilitating for the SKILLS grant.
- *Learning Outcomes-Basic Skills*—part of every strategy in the plan
- *Supplemental Instruction*

**Dean, Student Success Job Description (Bobbi Villalobos)**
This position will be vetted through the Academic Senate Executive Committee. Any suggestions/revisions should be submitted to Don Berz. Committee members had many questions and suggestions. It was agreed that members of the Student Success Committee would submit final suggestions and/or revisions at a special meeting to be held on Monday, March 2, from 2:00 p.m. to 4:00 p.m. in Room N-101.

**Evaluation Plan (Eva Bagg)**
Committee members had many questions and suggestions. It was agreed that members of the Student Success Committee would submit final suggestions and/or revisions at a special meeting to be held on Monday, March 2, from 2:00 p.m. to 4:00 p.m. in Room N-101.

**Miscellaneous**
Shauna Hagemann informed the committee that library faculty should be included on Student Success committees. Shauna will bring this issue to the attention of the Academic Senate.