LONG BEACH CITY COLLEGE
STUDENT SUCCESS COMMITTEE MEETING
MINUTES

September 9, 2008
2-4 p.m., F-112

Members Present: Lisa Goddard, Bobbi Villalobos, Eva Bagg, John Downey, Jordan Fabish, Kenna Hillman, Melvin Cobb, Patricia Alexander, Shauna Hagemann, Sudeepa Gulati, Tom To

Guests: Donald Berz, Marie-Laure Hinton, Shannon Runningbear

Members Absent: Joan Rudolph, Rich Weber, Donna Rafanello, Jannie Mackay, Alta Costa

Hand-outs (6): Agenda, list of Student Success Committee members, Page 7 of Student Success Plan, list of attendees Strengthening Student Success Conference Oct. 1-3, Chart LBCC Basic Skills Success Plan, Fall 2008 Student Success Centers flyer

1. Welcome and introductions by Bobbi Villalobos

2. Review charge and budget update by Donald Berz

Don reported that a forum on the College reorganization is set for 9/9, and the Success Centers and associated academic affairs and services will be discussed.

In the Student Success Plan, the charge of the Student Success Committee is to provide input on the proposed appointment of a Dean of Student Success. (This will also be a point of discussion at the forum.) He said that goals and changes to the College’s ways of addressing the underprepared student are to be systemic and will include institutionalization and shifts in administrative responsibility and authority. He said that student success is primary, that the Student Success Plan is not to be viewed in terms of revenue generation (especially the Centers). The larger vision is that all disciplines will need supplemental learning activities, and that SLA could eventually part of most every class.

Research Protocol – Don said that rather than have the State prescribe a research protocol for the Student Success Plan to us, LBCC is working to prescribe and to propose to the State its own research protocol. LBCC would be the first in the state to do so. He said a plan for the sharing of data (student services, retention, counseling, etc.) must be put in place as soon as possible.

Budget Strategy – Don said that the challenge is to not commit and disburse the Basic Skill Initiative the Basic Skill Initiative funds all at once (total of $2 million) but rather to schedule funding to accommodate each phase of the plan. For this year we will have a total of $1 million which will be used to cover expenses for BSI’s, tutors, aides, supplies, equipment, etc. He said
that the faculty positions, FT and PT, are being covered by District funding. He said the Student Success Plan consists of other strategies, including professional development and matriculation/assessment areas that must be funded. He said that the successful implementation and completion of the Student Success Plan is an important key in obtaining additional funding from the state after 2010.

3. **Strengthening Student Success Conference**
Reminder: Conference on October 1-3 at the Anaheim Marriott Hotel. A list of LBCC attendees distributed was distributed in the meeting packet.

4. **Strategy Chart**
Bobbi reviewed the strategy chart and said that the committee needed to decide on a process to keep informed on all strategic areas of the success plan. She reminded the members that at the last meeting they discussed having liaisons for each strategy who would report to the committee during meetings. Names of possible liaisons:
   - Matriculation Teams: Jannie Mackay, Tom To
   - Basic Skills: to departments as assigned
   - Success Center Teams: Instructional Specialists, Department Heads
   - Supplemental Instruction: Melvin Cobb
   - Learning Communities: Shauna Hagemann
   - Student Referral & Tracking: Kenna Hillman
   - Marketing Materials: Coleen Maldonado, Chi-Chung Keung
   - Faculty Professional Development: John Downey
   - Prerequisite Review: Kenna Hillman

Bobbi asked the committee members to review this chart and give input at the next meeting. The members discussed having a reporting template and agreed to send ideas for that template Lisa Goddard and Jordan Fabish.

5. **Other Business**
It was agreed that agendas for future Student Success Committee meetings will be forwarded to committee members in advance of the meetings.

6. **Student Success Committee Meetings**
   - Fall 2008 –Mondays, 2-4 p.m., F-112
     - September 22nd
     - October 13th & October 27th
     - November 17th
     - December 8th