LONG BEACH CITY COLLEGE
STUDENT SUCCESS COMMITTEE MEETING
MINUTES
January 25, 2010
2:00-4:00 p.m. – N-101

Members Present: Bobbi Villalobos, Eva Bagg, Ladera Barbee, Daniel Berumen, Sharon Clark, Jordan Fabish, Emily Gehman, Shauna Hagemann, Kim Hatch, Kenna Hillman, Edith Kahrs, Jannie Mackay, Nancy Melucci, Kaneesha Miller, Donna Rafanello, Lynn Shaw,

Members Absent: Kim Anderson, Giselle Richards

Guests: Helga Wild

1. Welcome
   Co-Chairs
   Bobbi Villalobos and Shauna Hagemann welcomed and thanked the members for attending. Bobbi introduced Sharon Clark as a new student representative for the Student Success Committee.

2. How to be a Champion
   Co-Chairs
   Shauna said that she believed the Student Success Plan is not integrated into the plans of the departments of the college as much as it could be. She said all members of the Student Success Committee need to champion the Student Success Plan on campus. Student Success should be worked into the plan of every department and service area. The committee needs to focus on ideas to help promote the Student Success Plan at every opportunity. Also when promoting the Plan, she said a point to emphasize is that the Success Centers are only one part of the plan. Bobbi and Shauna suggested keeping an open dialogue/agenda item on being “champions.” Kim Hatch suggested sending messages to all Department Heads and including the Student Success Plan on the monthly department meeting agendas. Jordan Fabish suggested including a message from the Student Success Committee in “In the Loop.” Bobbi asked the members to send their ideas to her and Shauna. Bobbi said she invited Mark Taylor, Director of Community & Governmental Relations, to the next Student Success Committee meeting to give ideas on promoting the Student Success Plan. Jannie Mackay suggested the plan be sent out to all departments for the upcoming department planning Flex Day.

3. Sub-Committee Reports
   All Appropriate

   SI & LC
   The subcommittee has not yet met this semester. Bobbi Villalobos reported that the Long Beach Unified School District representative for Small Learning Communities will attend the March meeting.

   Revise Basic Skills Outlines
   Ladera met with Meena Singhal, Dean of Student Services, and Trevor Rodriguez, Coordinator, School & College Relations, regarding course re-numbering. Trevor pointed out an existing rule: if a number has been used once, it cannot be used again. This raises concerns of not having enough numbers available for transfer-level courses if a re-numbering took place. Ladera also talked
with Meena and Trevor regarding placing the flowcharts in the Catalog, Schedule of Classes, and on the LBCC website.

Ladera also mentioned another option for course re-numbering. Some colleges place a letter in front of the number (for example, Math G10 at Golden West College). In considering this, it would have to be determined if PeopleSoft is capable of handling four-digit class numbers. Ladera also mentioned the possibility of a new state-wide college numbering system that could be used as a more logical numbering system.

Bobbi reported that she met with Kim Anderson, ASLO Coordinator, about Student Learning Outcomes (SLOs) and Outcome Assessment. In order to ensure proper support in integrating SLOs and assessment, Bobbi proposed revising Strategy 4 to include SLOs and Outcome Assessment. Bobbi asked the committee to look at Strategy 4 and be prepared to discuss the strategy at the next meeting. Kenna Hillman pointed out that every strategy in the Student Success Plan includes a statement about Student Learning Outcomes. Bobbi stated the addition to this particular strategy would heighten awareness and support for SLOs.

Matriculation
Jannie reported that the policy requiring all new students to complete their orientation and assessment during their first semester will be enforced starting Spring 2011. She said since the policy will rely on how new students fill out their application, some students may slip through the process. Some certificate programs offered by the school do not require English or Math classes, but all students wanting an Associate’s Degree or to transfer will need to assess. Jannie reported that current numbers show that roughly 50% of students complete assessment in their first semester. With the policy in place, the numbers will increase greatly. Jannie expressed concern over the budget, as each Accuplacer test currently costs $1.75 and each student takes 3-5 tests.

Marketing
Bobbi reported that Mark Taylor, Director of Community & Governmental Relations, and Chi-Chung Keung, Executive Director, Public Affairs & Marketing, will both be attending the next subcommittee meeting.

Prerequisites
Daniel Berumen reported preliminary results of the subcommittee’s study of several classes with large wait lists, high enrollments, and low success rates. The subcommittee used English 105 and Reading 82 as sample “prerequisites” and analyzed the success rates of students who had completed one of those “prerequisites,” compared to students who had not in the classes analyzed. The subcommittee is trying to determine where to suggest implementation of basic skills prerequisites. The subcommittee will start preparing presentations for the departments of the classes included in the study.

Referral & Tracking
Bobbi reported that Counseling is still looking for someone to oversee the Early Alert program.
Teaching Learning Center

Lynn reported on the December 8 opening of the Teaching Learning Center. She said 100 people attended the Grand Opening event. Attendees were given the opportunity to submit ideas for future offerings from the Teaching Learning Center. Lynn reported that the most popular topic was “enhancing student critical thinking skills.”

The subcommittee is hoping to set up a year-long offerings through the Teaching Learning Center that would qualify for continuing education credit and therefore lead to movement on the salary schedule. Lynn also reported that she is still attempting to contact Dr. Jeff Andrade, who spoke at the Strengthening Student Success Conference, to invite him to be the guest speaker at the March Flex Day. She said Professor Andrade would speak to all faculty and then meet with faculty groups in smaller break-out sessions. Lynn also would like Professor Andrade to have lunch with the Student Success Committee. Jannie Mackay mentioned the possibility of having students attend Professor Andrade’s talk as well.

Lynn stated that the On Course II workshop is scheduled March 17 - March 20. The workshop is limited to 36 attendees. Those who are interested can only attend if they completed the first On Course workshop. She asked anyone interested to contact her if they would like to attend.

4. Evaluation Update

Eva Bagg and Helga Wild

Helga Wild informed the Committee that her first evaluation report is being reviewed and the full report will be presented to the committee when that process is completed. The report looks at students’ experiences in the Success Centers through surveys and interviews. The report also looks at a survey that was conducted in classrooms to get feedback from students who did not use the Success Centers.

Eva and Helga are also developing a comprehensive system to present and display the information gathered in the report on different levels. The report focuses on Strategies 4, 5, 6, and 8 and also focuses on the individual Success Centers. Eva and Helga are also setting up evaluation plans for the other strategies in the Student Success Plan.

5. Minutes from 12/7/09

All

Minutes from the 12/7/09 meeting will be sent out for approval at the 2/22/10 meeting.

6. Other Business

All

Bobbi and Shauna provided information about the Seamless Education effort and how impressed they are with the Long Beach Unified School District’s programs and goals for K-12. Bobbi handed out a packet containing the various programs and charts showing seamless education at all grade levels.

Bobbi informed the Committee that Ruby Icaro and Casey Crook had stepped down from the Student Success Committee.