LONG BEACH CITY COLLEGE
STUDENT SUCCESS COMMITTEE MEETING
MINUTES
September 21, 2009
2:00-4:00 p.m. – N-101

Members Present: Bobbi Villalobos, Shauna Hagemann, Hannah Alford, Ladera Barbee, Casey Crook, Jordan Fabish, Emily Gehrmann, Kim Hatch, Ruby Icaho, Edith Kahrs, Jannie Mackay,

Members Absent: Eva Bagg, Kenna Hillman, Mark Matsui, Kaneesha Miller, Donna Rafanello, Giselle Richards, Lynn Shaw

Guests: Helga Wild, Daniel Berumen, Kim Anderson

Hand-Outs:
Minutes 8/24/2009
Action Plan and Expenditure Plan Information

1. Welcome (Co-Chairs)
Bobbi and Shauna welcomed and thanked members for attending.

2. Sub-Committee Reports

Prerequisites
Jordan Fabish reported that the subcommittee discussed starting with recommended preparations for courses rather than co-requisites or prerequisites. She said they also discussed an incremental phase in of prerequisites for selected.

Astronomy was mentioned as a class to review for a basic skills-based prerequisite. Many students struggle in these classes and could benefit from having reading and/or math recommendations or prerequisites placed on them. Kim Anderson mentioned that there is a content review process that would need to be completed before a pre-requisite could be added to a course. This process includes data analysis that would be generated from the Institutional Effectiveness office.

Matriculation
Casey Crook gave a brief update on the proposal to have counselors in each Success Center. These counselors would also work with Jannie Mackay on the Matriculation workshops for basic skills class sections at the beginning of each semester. Bobbi said discussion included housing a counselor at the LAC Multidisciplinary Success Center since the PCC MDSC already has a counselor. The logistics of scheduling appointments still needs to be worked out since the Success Centers are not staffed to accommodate counseling appointments.

Jannie Mackay reported that Matriculation is conducting workshops in basic skills classes. In the first three weeks of the semester, they have met with approximately 900 students who normally would not have the chance to meet with a counselor. The process is being
evaluated but they feel it is helping to build strong relationships between the counselors and students.

Jannie also reported that the Matriculation budget has been cut and they are seeking other resources as well as streamlining the assessment/orientation process. She said the Board of Trustees wanted to increase orientation and assessment by 30% this year, and that the Board wants to make assessment mandatory for any student who wants to transfer or get a degree. She noted that some students go through the assessment/orientation process but never register for classes.

Jannie said the college is looking to implement the ACCUPLACER assessment test for all assessments. ACCUPLACER is currently used for reading, composition, and math assessments. ESL students could also be placed via ACCUPLACER. She added that if a student takes ACCUPLACER at a different college, the test scores can be used for placement at LBCC. About 70 colleges use ACCUPLACER, and this could be a way to cut costs since students would not have to reassess.

The Schedule of Classes has been analyzed for readability by two reading and one ESL faculty members. Committee members agreed that the web-based version of the Schedule needs to be the same as the printed version, including the notes that appear in the printed version of the Schedule of Classes but not the web-based version.

3. Membership Update

It was announced that Kim Hatch from the Physical Science department would be joining the committee. Nancy Melucci from the Social Sciences department will also be joining the committee and replacing Joan Rudolph. Edith Karths was also introduced as the student representative for the committee.

4. Evaluation Update

Hannah Alford presented a report titled, “Preliminary Analyses: Effect of Supplemental Learning Assistance (SLA) on Course Success.” The report showed that 66% of fall 2008 students enrolled in classes with an SLA requirement participated in at least one part of an SLA activity. There was a slight decrease in participation in spring 2009 (61%). In fall 2008, 33% of students enrolled in courses with an SLA requirement met the minimum hours required (at least 80% of required hours). This number saw a slight increase (36%) in spring 2009. Students who participated for any portion of the SLA requirement were more successful in their SLA-required courses.

Hannah stated that they are trying to collect data on the number of SLA assignments students started and completed. Currently, Tutor Trac only records when the students are
in a Success Center but not the number of SLAs they complete. For example, a student with two hours logged into Tutor Trac may have completed one, two, or three SLAs.

Helga Wild talked about the survey pilot in the Writing and Reading Success Center. The survey asked the students how they felt about the work they were doing in the Center. She said they will also compare students who participate in the SLAs versus those who do not (in a given course). Her evaluation will also include interviews with students. The students should be surveyed as new materials are made available to evaluate their success and effectiveness.

The question of being able to complete SLA materials online was brought up. Most activities must be completed in the Center, however the online Learn 11 classes have online versions of SLAs available for the students.

Helga is also going to analyze the migration of students through the basic skills courses. For example, looking at how many students move from the READ 881 and 882 levels to READ 82. Kim Hatch asked if anyone has looked at the migration of students from BAE, ESL or other such courses into basic English courses. Helga stated they had not yet examined that.

5. **BSI Coordinator Conference Report**  
   **Co-Chairs**

Shauna Hagemann reported that there was discussion on data analysis at the BSI Coordinator Conference. She said LBCC is ahead of other colleges in terms of what was discussed. She said she thought we were much closer to reaching our goals than other schools are to theirs. She said the importance of good leadership in the BSI Initiative was discussed and how important it is to involve the entire campus.

6. **New Business**  
   **All**

Bobbi Villalobos stated that the ESL/Basic Skills 2009-10 Action and Expenditure Plan was due for submission again on October 15. After a brief discussion, everyone agreed that the direction of the Student Success Plan has not changed, so Action/Expenditure Plan from 2008-09 would be resubmitted with updated completion dates and the addition of Articulation activities in the Expenditure section. Bobbi said she would make the changes and present it to President Eloy Oakley and Academic Senate President Sigrid Sexton for signatures.

She noted that the projection for State 2009-2010 allocation was cut to approximately $255,000.

Bobbi asked committee members to email subcommittee meeting locations to Laura so they can be added to the master meeting schedule. Also send a paragraph on your
subcommittee meeting to Jessica or Laura to have it included in the agenda for next month’s meeting.

Kim Hatch and Edith Karhs will join Ladera Barbee on Course Numbering Committee.

7. Minutes from 8/24/09

All

Minutes approved with corrections.