Special Governing Board and College Planning Council Study Session
Monday, May 6, 2013
Sesnon House
4:00 – 5:30 p.m.
NOTES

<table>
<thead>
<tr>
<th>Present:</th>
<th>X Rachael Spencer, Chair</th>
<th>X John Hendrickson</th>
<th>Susan True</th>
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<tr>
<td>Trustees:</td>
<td>X Ed Banks</td>
<td>X Gary Reece</td>
<td>X Donna Ziel</td>
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<td></td>
<td>X Margarita Cortez</td>
<td>Alan Smith</td>
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<td>CPC:</td>
<td>X Dennis Bailey-Fougnier</td>
<td>X John Hendrickson</td>
<td>X Alta Northcutt</td>
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<td></td>
<td>Jill Gallo</td>
<td>Steve Hodges</td>
<td>Dan Rothwell</td>
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<td>X Diane Goody</td>
<td>X Victoria Lewis</td>
<td>X Barbara Schultz-Perez</td>
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<td>X Cedar Green</td>
<td>X Michael Mangin</td>
<td>X James Weckler</td>
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<td>X Paul Harvell</td>
<td>X Graciano Mendoza</td>
<td>X Kathie Welch</td>
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VISITORS: Margery Regalado, Jay Jackson, Tama Bolton, Rick Fillman, Sandi Moore, Kristin Fabos, Loree McCawley

I. Call to Order/Introduction of Substitutes
   The meeting was called to order at 4 p.m.

II. Review of Agenda
    No changes

III. Oral Communications
    John Hendrickson provided an introduction to the presentation.

IV. Student Success Presentation

   1. Student Success Task Force Recommendations and State-Wide Progress Update
      Topic Leader – Dennis Bailey-Fougnier
      o Dennis gave an overview of the presentations on the agenda; as president of the statewide Chief Student Services Officers (CSSO) group, he had a chance to get a head start with implementation before other schools. It started with Senator Liu introducing a bill to change the way colleges are funded. Later legislation established a Task Force that met for a year and in the final report there are 22 recommendations we are working on now to implement.
Dennis reviewed the Cabrillo Progress Chart which is available from the Student Success web page (also includes links to other related resources, a list of Steering Committee members and a list of Sub-Committees):
http://www.cabrillo.edu/services/studserv/StudentSuccessSteeringCommittee.html

- Dennis took the last column of scorecard and added Cabrillo’s progress toward implementation of each recommendation. See resource page included in notes.

2. Student Success Act of 2012 Implementation
Topic Leader – Dennis Bailey-Fougnier
- SB1456 Student Success Act of 2012 passed June 2012; went from 8 matriculation services to 3 required services: Assessment, Orientation, Education Plan
- Title V changes: Students will lose enrollment priority status starting in 2014; the fiscal changes are effective in 2015-16.
- 17 statewide groups working on Student Success recommendations; today BOG got a first reading for Matriculation funding changes; goes for approval in July. (Currently based on headcount).
- Students will receive an abbreviated education plan in 1st semester and a comprehensive education plan by the end of the 3rd semester or after 15 degree-applicable units. Education plans need to be electronic and accessible by students.
- 1st two things to come out of the Student Success Initiative: Title V changes and Scorecard.

3. Cabrillo College Score Card
Topic Leader - Rick Fillman
- Rick gave a brief overview of the scorecard. Refer to link at: http://scorecard.cccco.edu/scorecardrates.aspx?CollegeID=411#home and link to scorecard is also on Cabrillo’s home page.
- Looking across the entire system; following students from 2006-7 and following those students through each academic year; and drawing a line after 6 years looking for outcomes.
- Assembly of a cohort: first time system-wide students, @ 3 years completion = completion cohort (6 units completed in English & math); 1600 students in the cohort – fall into 2 categories prepared or under prepared. 3 different Basic Skills cohorts, Math, English, ESL;
- A student can be in multiple cohorts or just one; some students fall into none.
- Persistence is measured (going to school 3 consecutive semesters); students who have accumulated 30 units is measured by percentage of those who were prepared and those under-prepared.
Scorecard also measures: completion rates; remedial percentages (% of credit students tracked for 6 years who started below transfer level in English, Math, and/or ESL and completed a college level course in same discipline); and CTE completion rates for degree and certificate or transferred.

4. What is Cabrillo doing?

- Title V Enrollment Priority Changes
  Topic Leader - Tama Bolton
  - Title V Enrollment priorities: The order is not changing (1) vets/foster/DSPS; (2) continuing student 30 or more units; (3) continuing students 29 units or less; Change will be that all students will need to be matriculated; and maintain a 2.0 GPA & a 100 unit cap. (13 high unit majors will be an exception). Petition process for extenuating circumstances; exceptions must be approved by faculty. (This is prioritization for enrollment; not an inability to enroll).
  - Regulations provide flexibility so EOPS, Cal-works added to 1st group (see above).
  - This semester we are required to notify all students of these changes; sending letters to all high risk students – directing them to counselors. The 100 unit cap is for units at Cabrillo not system wide. (Excludes Basic Skills & ESL).

- Student Success Steering Committee and Work Groups
  Topic Leaders - Kathie Welch and Matt Halter
  - Kathie and Dennis are co-chairs; members include Tama Bolton, Arturo Cantu, Phil Carr, Rick Fillman, Matt Halter, Sheryl Kern-Jones, Victoria Lewis, Diego Navarro, Michael Mangin, Ekua Omosepe, Margery Regalado Rodriguez, Beth Regardz, Barbara Schultz Perez, and Alex Taurke. From this group are several subcommittees: Best Practices and Tool Kits for Faculty (Michael Mangin – lead); Learning Communities/Cohorts/Basic Skills (Rachel Mayo – lead); K-12/Cabrillo Course Alignment/Common Core (Ray Kaup – S4C); Cost Per Successful Student Analysis (Victoria Lewis – lead); Distance Learning/MOOCs (Francine Van Meter (lead); Enrollment Management (Dennis Bailey-Fougnier and Kathie Welch – co-leads).

- Flex Week Session and Faculty Senate Discussions
  Topic Leader - Michael Mangin
  Michael led a flex week session and Faculty Senate discussion regarding Student Success:
  - Asked Faculty Senate, “What are the barriers to student success? How can data be used usefully? What do we know?”
What do we need to know in order to make improvements? And what are we doing now that can be replicated?”
Academic preparation is a barrier; students have to change and we have to change; need to include student voices more rigorously than we have in the past; need to go beyond faculty; faculty involvement is the single greatest factor in student success
- Deliverable thing during flex week in fall; we have great faculty with great repertoire; encourage faculty to go to other classrooms;
- We are a culture of success; goal is for students to have some clarity about why they are here.
- Faculty Senate and flex week has had a huge impact already on students’ ability to identify a major – having that conversation in the classroom makes a huge difference. Students need to feel connected to their own goals, instructors, staff & peers; need to get more students and staff on steering committee

Counseling Pilot (Classes and Workshops) and Student Planning (electronic Education Plans)
Topic Leaders - Margery Regalado Rodriguez, Barbara Schultz-Perez, and Jay Jackson
- Q: Do we have capacity to do education plans for every student?
  A: As long as an initial education plan is done, that satisfies; a comprehensive education plan requires students to know their major; the new matriculation does not include funding for this process (unfunded mandate).
- Margery distributed a flier for Education Plan Workshops & the workshop outline. In last 18 months Counseling Dept. has been discussing how to triage services. Need to save counselors for heavy lifting; expand some work of staff to include questioning students to clarify what services the counselors really need to provide or can the students be directed to webpage, etc.; students can still experiment with what they want to major in but now have to do it faster.
- Student services assistant (LIA) will be instrumental; some students have told counselors they want an education plan as they will get extra credit if they have one. Counseling has been doing education plans forever; see the value in them; and not surprised to see the prominence of education plans.
- One of biggest changes: need to change how we are documenting education plans; need to move from notes in a file to an excel spreadsheet to give to students; still problematic though as education plans sit in isolation.
A year ago Counseling purchased a product called eAdvising; was subsequently replaced by a product called Student Planning tool.

- Q: Will it be more accessible to other offices on campus that need to know it is there?
  A: Yes. We did (and it’s ongoing) a tremendous amount of work rebuilding our degree audit system; did a pilot program with group of students in fall; got students working on their education plan early;

- Not going live with eAdvising; as not easy to convert data from eAdvise to Student Planning tool. The SP tool version is easier to read. Will do student pilot this fall; students will be able to access education plan via web advisor.

- Asked counselors/staff, “What are aspects of 30 minute counseling sessions that can be shifted over to assistants leading workshops to free up counselors for doing comprehensive education plans?”

- Barbara Schultz-Perez distributed a Probation/Dismal Workshop flier and provided an overview for students at risk of losing enrollment priority. Notice to be sent to students for required participation in workshop – (this is their intervention).

- At risk students: counselors want to get to them much earlier;

- Probation workshops need to be led by counselors; but other workshops can be led by LIA/assistants; at the end of the workshop, students complete a change contract

- CG51 Intro to College: Received funding from the college for 24 brand new sections; pilot is the Running Start group. Must complete course before spring 2014 to maintain priority registration; course is CSU transferrable.

  - Trustee Ed Banks said he was absolutely impressed by the work and commitment of the various groups at the college.

V. Meeting adjourned at 5:30pm

Attachments:
Resource page for reference (was also included with the agenda)
Handouts at Study Session to be sent in a separate PDF file:
- Education Plan Workshop flier
- Probation/Dismissal Workshop flier
- CG 51 – Introduction to College flier
Resources

Student Success Task Force Final Report


Student Success Initiative Progress Chart, Board of Governors Meeting, January 7, 2013

http://extranet.cccco.edu/Portals/1/ExecutiveOffice/Board/2013_agendas/january/3_3_sstf_initiative_progress.pdf

Student Success Act of 2012 Implementation Timeline


Proposed Student Success and Support Program funding model

http://extranet.cccco.edu/Portals/1/ExecutiveOffice/Consultation/2013_agendas/April/attach_sb1456_chart_funding_formula.pdf

Cabrillo College Student Success Resources web site

http://www.cabrillo.edu/services/studserv/StudentSuccessSteeringCommittee.html

Cabrillo College Score Card


Counseling Pilot and Student Planning (electronic Ed. Plans)
Handouts were distributed during the Study Session.

COMMUNICATION, CRITICAL THINKING, GLOBAL AWARENESS, PERSONAL & PROFESSIONAL RESPONSIBILITY

Cabrillo College is a dynamic, diverse and responsive educational community dedicated to helping all students achieve their academic, career, and personal development goals.