



# Minutes

Committee Name: SSSP

Date: 10/21/2020

Time: 12:30-2:30PM

Location: Zoom

Present: Julie Cornett, Heather Ostash, Corey Marvin, Ben Beshwate, Chad Houck, Dean Bernsten, Deanna Campbell, Fabian Meneses, John Elder, Katie Bachman, Laura Vasquez, Lisa Stephens, Missy Gross, Noa Lish (S), Rebecca Pang, Sara Orlando (S), Steve Rogers, Tyson Huffman, Vivian Baker

Absent: Ryan Khamkongsay

1. **Called to order** at 12:30PM by VP Ostash
2. **Agenda Approved**
3. **Minutes Approved**, no changes
4. **Report Items**
  - a. **Progress Updates**
    - i. **Progress Report**
      1. Clarifying the Path
        - a. Refresh long term schedule – first time in 5-6 years
        - b. Departments met with Deans regarding program updates/recommendations on GE
        - c. Career information coming soon, new CFIT potentially
          - i. Heather has lightly reviewed Job Speaker and Career Coach, next CFIT may review more thoroughly
          - ii. **Corey to bring draft charge for CFIT**
        - d. Heather: Will there be opportunities for students to review the changes?
          - i. Potentially student Ambassadors
      2. Failure to Return Report
        - a. Financial challenges even harder for students now
          - i. More intentional communications regarding financial aid/basic needs support
        - b. Mental health concerns high, TimelyMD coming in the next week or so
          - i. 24/7 chat, therapy, medical help, etc.
      3. Social Media
        - a. Facebook hits up, YouTube views up to 62K
        - b. Navigate Text Campaign for students 2.0GPA or below has shown much success
      4. Student Communications CFIT
        - a. Documenting communications into a plan that's complete enough for anyone to step in and implement

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- i. Once this is created, there will be opportunities to discuss further coordination among departments
  - ii. Vivian: Length of these communications a consideration to be made (Student Need to Know extremely long, particularly on a phone)
  - iii. EAB has communications toolkit for students
    - 1. Interact has a guide too
  - iv. Will help us to ensure unity in messaging
  - b. Julie: Should someone from Marketing be on this committee or CFIT?
    - i. Integration of efforts could be helpful, could be part of CFIT at very least
    - ii. **Heather to discuss with Natalie regarding a marketing member of SSSP/CFIT**
  - c. CC Cares Page
    - i. Will include parent, HS counselor, as well as those shown in the SSSP Report
    - ii. Deanna mentions that it ought to have a CTE/CTE Employers strand
  - d. Print Materials
    - i. Brochure
      - 1. Took feedback from committee to Interact who are updating, adding QR codes, student quotes, changing slogans, etc.
      - 2. Interact building Parent Pamphlet too
      - 3. Fabian: will these be translated?
        - a. Yes
      - 4. Noa: Happy to see that we are adding mental health services. Would like to see more representation of neurodivergent and non-binary students in these materials
        - a. **Noa Lish to be added to Student Communications CFIT**
    - ii. SSSP Report
      - 1. We will continue these, could do more frequently?
        - a. Julie likes the once a semester idea
- ii. Vision for Success Data**
- 1. Vision for Success: primary measures by California Community Colleges Chancellor's Office (CCCCO) to determine how institutions are doing with outcomes and accountability
    - a. Reduce gaps overall

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2. Dean: what is a regional gap?
    - a. Central valley shows less success than other parts of the state
    - b. Many initiatives starting in Central Valley
  3. CCCCCO has received a gift endowment that will provide extra funding to 34 colleges, us among them (\$150K in direct student aid)
  4. Measure 1: BC has major jump due to awarding of GE Certs on an automatic basis
    - a. Tyson: Is that what the Chancellor's Office had in mind?
      - i. Not from Corey's view
  5. Measure 3: We've been very successful at this for a while
- b. **Research Studies**
    - i. **Digital Divide Report**
      1. Focus on access to education/technology
    - ii. **Transfer Study**
      1. First major distribution
5. **Discussion Items**
    - a. **Ocelot**
      - i. Demo via PC and BC websites
        1. We will start with Enrollment Management package of a handful of departments and eventually roll to Campus-wide (like BC)
        2. Can it link with Navigate
          - a. Possibly
        3. It seems the longer it's used, the more accurate/refined it becomes
        4. Julie: needs to be a workaround for the library
          - a. Already discussed
        5. **Group is supportive of adopting Ocelot**
    - b. **COVID Fund Recommendations**
      - i. Awarded funds as minority serving institution, also funds directly for students, and for institution/instruction
      - ii. Any recommendations from committee?
        1. Julie: Students are at times completing classes on their phones, but may not be located near a campus to get a laptop, are we mailing them?
          - a. Yes, under most circumstances, just takes individual review
          - b. Students should submit laptop loan form
            - i. Fabian: we should add more squares to our home page and put this as one
            - ii. Julie: Also on the schedule page
        2. Noa: Could professors put tutoring hours within their canvas shells?
          - a. This could be done
        3. Sara: Communications more effective when coming from a professor, students more likely to trash more general messages
          - a. Noa: texts from the college prompt looking at emails too



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- i. Does the Student Need to Know have open rate data?
4. Vivian: if the announcement is important, tries to post into announcements page of Canvas
  - a. Sees value in establishing a more general announcements page on our website where all of this could be held and easily linked
5. Heather: perhaps a 1-page weekly survival guide, instead of the weekly student need to know?
  - a. Like a top 5 things to know
- c. **Programs CFIT**
- d. **Equity-related Professional Development**
  - i. PD calendar going to PD Committee
  - ii. ***Tanner to send to group***
- e. **Outreach Materials**
6. **Review of Action Items**
  - a. ***Corey to bring draft charge for CFIT***
  - b. ***Heather to discuss with Natalie regarding a marketing member of SSSP/CFIT***
  - c. ***Noa Lish to be added to Student Communications CFIT***
  - d. ***Tanner to send PD Calendar to group***
7. **Future Agenda Items**
8. **Future Meeting Dates**
  - a. 11/18/2020
  - b. 12/2/2020
9. **Adjournment @ 2:35PM**

Meeting Chair: Heather Ostash and Julie Cornett

Recorder: Tanner Barnett