



Minutes

Committee Name: SSSP

Date: August 14, 2018

Time: 1:00 – 4:00

Location: EW 207

Present: Pam Campbell, Ryan Khamkongsay, Rebecca Pang, Steve Rogers, Katie Bachman, Stephanie Brantley, Heather Ostash, Corey Marvin, Julie Cornett, Clifford Davis, Tyson Huffman, Christine Small, Nikki Gardape

Absent:

1. Call to Order

Time: 1:06pm by Heather Ostash, Vice President, Student Services

2. Approval of Agenda – Approved no additions

3. Approval of Minutes and Action Items – No minutes to approve

4. Leading from the Middle

4.1 Experience – different from previous years not a leadership academy.

4.2 Cross-functional Inquiry

4.3 Next steps:

- Create a plan work plan to create cross functional inquiry teams.
- Need to revisit mission.
- Look at simplifying handbook.
- *Action Item: Group to meet before the next SSSP meeting and then come back to the group to solicit feedback – Tyson/ Christine/Missy/ Chad. If we are to reconstitute the group- suggest a mix of Classified, Management and faculty*
- *Action Item: Heather to meet with Julie to review charge and intended outcomes*
- *Action Item: Tyson to send Heather CFIT Manual to date*
- *Action Item: Create sub-committee to help create CFIT process*

Things to consider:

- Guidelines to CFIT Manual 10-15 Pages Max
- Julie raises concerns as she feels like that we are good at creating and functioning in cross functional teams but we do a poor job at executing.
- *Action Item: Heather to round back with Jill to see about getting a new team.*



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- Separate work plan for online and incarcerated students vs various sites. Team needs to consider the student experience at the various sites

5. Guided Pathways Work Plan

5.1 Prioritization

- Look at current materials (evaluate ourselves)
- Need rolling project deliverables
- Create inclusive decision making structure

5.2 Action Planning - Ryan suggest soft launch that way we can recommend a process for departments with intended outcomes. Need ways on how we can deliver information to students

5.3 Next Steps:

- Assemble team – once assembled make recommendation to Faculty Chairs
Possible Committee Makeup: (1) Dean, Rebecca Pang, (2) Students, Christine Small, (1) Counselor, IR, A&R Classified (1), Sylvia and (2) Faculty Chairs
- *Action Item: Heather to identify charge*
- *Action Item: Heather to identify meeting dates*
- Clarify the pathway for student's- Possibly hold a Guided Pathways Workshop
- Later steps: develop marketing materials.

6. Student Success Factors

6.1 Debrief

- Failed at implementation
- Unclear expectations
- Maybe create guide to give faculty members
- Solicit feedback- What did you do? Did it work?

6.2 What's next?

- Qualitative survey
- *Action Item: Deans to check in at their chair meetings*
- *Action Item: Communicate expectation- "double down" on the work that already has been completed.*



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- *Add more?*
- *Action Item: Chad/Stephanie to create Faculty Flex Survey- sticker poll*

7. Professional Development – Not discussed at this time

7.1 GP Workshops

7.2 Co-requisite

7.3 Learning Clusters

7.4 Other?

8. Review of Action Items

9. Future Agenda Items

10. Future Meeting Dates

August 29, 2018 | 12:30 – 2:30 | EW 207 with iTV to MAM 228, BIS 197 and KRV 5

September 12, 2018 | 12:30 – 2:30 | EW 207 with iTV to MAM 228, BIS 197 and KRV 5

September 26, 2018 | 12:30 – 2:30 | EW 207 with iTV to MAM 228, BIS 197 and KRV 5

11. Adjournment

Time: 3:17pm by Heather Ostash, Vice President, Student Services

Meeting Chair: Heather Ostash/Julie Cornett

Recorder: Stephanie Brantley