**BCC Education Committee for Quality Programs and Services**

Meeting Date: Thursday, 10/09/2014

Members Attended: Members Absent:

o Brenda Johnson, Dean  
o Carlos Cortez, Dean

o Katherine Bergman, Director of Special Projects-

o Jenny Lowood, Planning for Institutional Effectiveness (PIE) Chair or designee-

o Paula Coil, Transfer and Career Information Center Coordinator

o Cleavon Smith, Academic Senate President or designee-

o Allene Young, Counseling Faculty chair or designee

o Fatima Shah, EOPS/CARE Coordinator  
o Windy Franklin, DSPS Coordinator

o Roberto Gonzalez, Classified Senate President or designee-

o Antonio Barreiro, Dean  
o Gabe Winer, Professional Development Chair & Teaching   
 and learning Center Coordinator

o Gail Pendleton, Assessment and Orientation Coordinator-

o Dylan Eret, Curriculum Committee Chair or designee

o Danny McCarty, Associated Students President or designee

o Siraj Omar/Barbara Des Rochers, Department Chair or designee

o James Aganon, Learning Community designee  
o Joseph Bielanski, Articulation Officer-  
o Joshua Boatright, Library Faculty Chair or designee-

o Maricela Becerra, Learning Disabilities Specialist

Guests: Hermia Yam  
 Jennifer Lenahan

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| **Agenda Item** | **Discussion** | **Follow-up Action** | **Decisions**  **(Shared Agreement/Resolved or Unresolved?)** |
| 1. Review and approve meeting minutes | Members did not have sufficient time to review prior to meeting. | Item moved to next meeting agenda. |  |
| 1. Review and discuss draft BCC SSSP Plan | 2 documents distributed: (1) Student Success and Support Program Plan (Credit Students) (2) Draft BCC SSSP Program and Budget Plan  Funding for the Student Success and Support Program (SSSP) is targeted to fully implement core services: (1) orientation pg. 5 (2) assessment pg. 10 (3) counseling & advising pg. 16 (4) follow-up for at-risk students pg. 23  May’s activity is to have everyone get into 1 of the groups listed above and review the documents, provide feedback (summary of suggestions). Groups will report back on how we can complete the goals.  \*Draft of SSSP Plan due to District next Friday, 10/17 |  |  |
| 1. Summary of Suggestions from each of the four groups, including 3-minute of group report | Group #1: Orientation (Paula and Jennifer Lenahan) -  Q: Some goals have dates and some do not. Do we need dates? A: Dates are not necessary for all goals.  Q: Goals by 6/30/2015 #1 states “at least 80%” and #2 and #3 states “all 100%, is that a requirement?  A: Yes. Q: Also, the numbering seems to be off. On page 8 and page 9, it goes from 4 back to 1 and then jumps to 5.  Group #2: Assessment ( Katherine, Hermia, Windy) – pg. 10 placement assessment methods (made suggestions based on the training Hermia attended) pg. 11 multiple measures, Q: what is the cut off for the GPA? Katherine says the cut off GPA is 3.3. But we need to make sure what it is and that it is formalized.  Clarification needed for the last 2 years for English and Math?  pg. 12 description of the placement assessment- Hermia was able to take out the Ability to Benefit (ATB) test pg. 14 looking at timeline and possibility for students to sign up early for assessment. Not true, ALL students must take assessment. Students with special testing accommodations need to work with counselors to get that taken care of.  pg. 15 use of the EAP- counselors have used it as part of the multiple measures as well. Hermia will make notes.  Group #3: Counseling & Advising (Jenny Lowood, Carlos, Alley, May) -  - focused on activities & faculty advising- want to move forward and get things going on this - list of ADTs to focus on first - suggestion to bring on Tamara Harris-Coleman, one goal to meet first with these people - create docs delineating advising counseling and area of advising (when to refer and to whom) - wants list of academic advising and activities - creating advising sheet - FAQs for each discipline - update sub sites as well - create podcasts for each of the disciplines on websites so it be can for events  Group #4: follow-up for at-risk students (Brenda, Fatima, Roberto, Cleavon) - Q: early indicators? Suggestion to use “AIS” (academic indicator success) like used in Berkeley Unified District |  |  |