



Student Success Initiative Steering Committee

Date: March 11, 2011
Chair: Stephanie Hawley

Time: 11:30 pm
Location: HBC 502

MINUTES

The regular monthly meeting of the Student Success Initiative Steering Committee (SSISC) was held on Friday, March 11, 2011 at 11:30 p.m., at HBC, room 502. A motion was made by Soon Merz, and seconded to approve the notes of the February 11, 2011 meeting. Motioned carried.

The Chair of the SSISC, Stephanie Hawley, shared with the committee upcoming dates for the SSISC spring and summer meetings, the Entering Student Success Institute (ESSI) conference, and Achieving the Dream (AtD) site visit.

The ESSI conference is scheduled for late March, 2011, and scheduled to attend are; Constance Elko, Rich Griffiths, Stephanie Hawley, Susie Thomason, Cheryl Richard, Dr. Kinslow, and Trustee John Michael Cortez. This team will refine and revisit the progress report from the goals previously outlined. Following the ESSI conference, notes will be posted to the Student Success Initiative (SSI) Blackboard so that the committee understands what was discussed at the conference.

The AtD Coaches will conduct their last site visit for this cycle April 20-22. An agenda for this visit will be drafted and shared with the SSISC following spring break. The coaches are interested in seeing all SSI interventions, in addition to the four interventions identified for AtD. The following seven SSI goals will be shared with the coaches: 1) Reduce Attrition, 2) Complete Developmental and Adult Education Course Progression to Credit Courses, 3) Increase Student Success in Gateway Courses with a 'C' or Better, 4) Increase Persistence, 5) Increase Completion of All Attempted Courses with a 'C' or Better, 6) Increase Degree/Certificate Graduates/Transfer Rates, and 7) Increase Success Equity Across All Racial/Ethnic/Gender/Income Groups. Stephanie Hawley will continue to meet with the appropriate sub-committees in preparation for this visit.

Agenda Item: SSISC Tactical and Strategic Plan **Presenter:** Stephanie Hawley

Discussion: Interventions for the seven SSI goals can be located on the SSI website (austincc.edu/success). Dr. Hawley encourages everyone to view the SSI Blackboard for a comprehensive list of tactical plans that support the SSI goals.

Follow-up Items: Dr. Hawley will continue to meet with sub-committees regarding tactical and strategic plans.

Tobin Quereau suggested a college-wide attendance policy and will work on bringing back a proposal for consideration to the SSISC.

Agenda Item: Recommended Target Goals **Presenter:** Rich Griffiths

Discussion: Rich Griffiths shared a PowerPoint presentation on Student Success Initiative (SSI) targets. Data was presented regarding First Time in College Students (FTIC). The data was projected through 2015, and based on historical trends from fall 2005 to fall 2009. The overarching goal is to integrate SSI goals with *Closing the Gaps* goals. FY09 FTIC data can be used as a guide for other departments to establish their respective departmental goals.

Follow-up Items: The SSISC sub-committees will continue to meet and discuss ranges and equity across groups. The PowerPoint presented to the committee will be posted to the SSISC Blackboard page.

Person(s) Responsible: Rich Griffiths



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Agenda Item: QEP Update

Presenter: Constance Elko

Discussion: Constance Elko and David Borden have been working on broadly defining the QEP topic and will work with the SSISC to narrow the topic. Once the topic has been defined, the QEP topic will be shared with the college. The SSISC will identify a sub-committee that will develop and write the QEP proposal to be submitted to SACS.

Constance Elko and David Borden have been working on very broad issues. The concept of the QEP topic includes a three step process to take students from ABD or Developmental Education to Credit and includes the following:

- 1) **Intake/Assessment** – Start with students at the moment of intake; bridge Adult Basic Education (ABE) and the college, so that we have one intake system. The idea is to create a process that will appropriately suggest if a student can be more successful taking ABE over another type of course. The following is a list of items for consideration and further discussion:
 - Need to identify the appropriate assessment and develop a process.
 - Need help narrowing the process.
 - Right now we have different assessments.
 - Is there a way to look at the data and see if there is some sort of correlation with the data? And, how does that correlate to outcomes in a classroom setting.
 - THECB states that Developmental Education can only serve students within two years of being college ready. This means that a student would have to test at a 7th grade level in Math.

An institutional decision would have to be made to say, ABE can serve students without a high school diploma. Adult Education can serve non-high school graduates if they score below a certain level.

- 2) **Advising/Counseling**- Suggests separating students in course sections by level. This would require the individuals advising the students having a strong understanding of math to discern if students would fit into a course section with other students that have not seen the material before, or if the material is brand new to the student.
- 3) **Adult Basic Education and Developmental Education**-Explore the appropriate use of Supplemental Instruction, Lab Classes, Tutoring, and pre-requisite experiences. Consider more time on task if students co-enrolled in ABE.

Curriculum Implications

- Creating a seamless from AE through DE
- Find ways to deal with the trend in growth of Limited English Proficient (LEP) students
- Literacy issues at all levels
- Classes for those who just need review and those who need to learn the material for the first time.

Follow-up Items: Solicit feedback from SSISC, Incorporate your suggested changes, ID other committee members.

Will need a sub-committee to develop and write the QEP proposal that will be submitted to SACS. Questions to be answered: What is the focus? Should it stay in pieces?

Person(s) Responsible: SSISC

Agenda Item: Mandatory Orientation/FYE: Impact

Presenter: Stephanie Hawley

Follow-up Items: To be on next agenda



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Agenda Item: Communications Retreat

Presenter: Patty Scoggin

Discussion: Patty Scoggin shared with the committee preliminary report from the Communications retreat held that was held on Friday, March 4, 2011. The consultant solicited responses from those in attendance about how to improve communication with students. The responses were collected and categorized into themes, and shared with SSISC. The Marketing team met with the facilitator the following day and is working on a plan for increased communication. Brette Lea will share with SSISC in greater detail the findings of this event.

As an aside, another event that took place this day was a Developmental Education session. During this session topics such as Early Interventions, Links to High Schools, Alternative delivery of different classes, Math and Developmental Education, Learning Communities, and training for faculty was discussed.

DRAFT