



## ANTELOPE VALLEY COLLEGE

### Student Success and Equity

### MEETING MINUTES

**2:30 p.m. Wednesday, 10 Sept 2008**

**Facilitator:** Dr. Jill Zimmerman, Dean

**Note Taker:** Kim Fite, Administrative Assistant

**Present:** Kether Foisel, LC; Michael Hancock, DSS; Michelle Hernandez, Outreach; Wade Saari, Assessment; Elizabeth Soos, ASO; Dorothy Williams, LC;

**Absent:**

1. Introductions and Communications (myAVC). Please subscribe to SS & E. Agendas and minutes will be posted on the group page.
2. Review of Past Minutes: May 28, 2008. Will review / approve May, June and Sept 10 meeting minutes at the Sept 24 meeting. Agendas & minutes will be posted on the AVC group page.
3. CCC feedback – Co-Chair and committee membership on the agenda at the next CCC meeting.
  - a. Requirements for the committee needs modification, i.e., too many members, didn't need student, didn't allow adjuncts (they get FLEX and are required to serve on committees).
  - b. Faculty Co-Chair (through the Academic Senate) must be tenured.
  - c. Anne Reese is interested in joining this committee.
4. Review Goals for 2008-09
  - a. Formal Goals:
    - 1) **To increase student enrollment to mirror or surpass the community.** We have unprecedented growth that is also unfunded and we're moving to a crisis point. We're filling seats but need to improve completion rates.
    - 2) **To increase student success, retention, and academic success.** As per Dorothy and the Early Alert data, 51% of students received a D, F or W in at least one class (7000 students). Only 1000 students were referred to Early Alert. Reading classes fill but must have better retention to justify more faculty. Need more student accountability.
    - 3) **To improve the success rates of students in Basic Skills/ESL**
    - 4) **To increase students' transfer readiness**
    - 5) **To increase completions with degrees or certificates**
  - b. Other things to accomplish:
    - 1) Present the data to the campus. Draw data from Student Engagement (Welcome Back, Enrollment Management, January FLEX activity, Student Development Program review and Student Equity Report.
    - 2) Create and gain approval of the Actions Plans. Action plans to be drawn from the data above in b. 1).
    - 3) Review analysis and recommend changes from the CCSSE data.

- 4) Visit commencement and seek ways to improve student participation. Make announcements in the classroom especially in the fall term.
  - 5) Review and update the Retention Grid
  - 6) Create strategies to help students improve their assessment test.  
Recommendations include a program to offer workshops to refresh math skills to increase higher placement, have an automatic review online before the option to take the assessment, a jump start skill enhancement in the summer term.
5. Student Engagement Jill Zimmerman and Ted Younglove
- a. Presentations were made at the Welcome Back the faculty about the data.
  - b. The results show that AVC is almost on target with other schools in our cohort group and in the whole study.
  - c. More details will be reviewed and given during the FLEX presentation in January.
6. Update on subcommittees.
- a. African American Retention and Success – USHINDI Program. Applications are available in the mail room for Faculty Mentors. Applications for students are out on campus for students to apply.
  - b. Commencement. Kim & Kether
  - c. Foster Youth Task Force. Kendra Doss, F.A., is still interested and has found a contact but needs more people to assist.
  - d. First Year Experience – Dorothy, Michelle, and Kether meeting at 1 p.m. Next Thursday, 18 Sept 08 in A141.
  - e. Adding a FW grade. Dorothy. Jill to ask Sherrie Padilla to talk to her counterparts.
  - f. Data final review - Wade, Michael & Dorothy (virtually).
  - g. Action Plans. Once the data is final the group will identify action plans.
  - h. Other:
    - 1) Campus Culture. Civility – How does student government lead? Need a grassroots movement, open forums, free speech, peer mentors, etc. Cursing, aggressive behavior – Jill will speak to campus security.
    - 2) Peer Mentors. Create a peer mentor program. Conference in Cleveland in October that Dorothy is attending to help create an AVC Peer Mentor Certificate.
7. Basic Skills Update.  
At our next meeting we will have an update in the budget requests.
8. Enrollment Management Committee update. EMC will be meeting this Friday; we'll have an update at our next meeting.
9. Other
- a. myAVC tutorial is in the testing stage on myAVC. Plan to have the tutorials in the SSV computer labs and the class rooms in Spring 2009.
  - b. Taking a procedure forward to the deans' meeting on the official way to contact students, i.e. in writing (USPS) and / or via campus email.
10. Next meeting date and time: 2:30 p.m., Wednesday, 24 Sept 2008 in BE 207.