

Committee: Student Success Committee
Date: May 10, 2018
Time: 1:15pm – 3pm
Location: TE-206

Committee Charge: *The Los Angeles Trade-Tech College Student Success Committee is charged with identifying best processes and recommending policies that enhance students’ ability to be successful. This includes outreach, recruitment and comprehensive assessment leading to enrollment, retention, persistence and completion.*

Shared Definition of Student Success

Students possess the competencies necessary to identify, select, start, continue AND complete LATTC program(s) of study that lead to entry, retention, or advancement in employment and/or transfer to four-year institutions.

Meeting Attendance Roster:

Member Roster: (Name and Constituency)	9/07	10/05	11/2	12/7	3/1	4/12	5/10	6/7*
Kaneesha Tarrant, VP Pathways & Student Affairs (Co-chair)	X	X		X	X	X	X	
Jess Guerra, AFT Faculty (Co-Chair)	X	X	X	X	X		X	
Jim Lancaster, Vice President Instruction	X	X	X			X	X	
Leticia Barajas, VP, Pathways Innovation & Institutional Eff.	X	X	X		X	X	X	
Martin Diaz, Academic Senate	X	X		X	X	X	X	
Marvin DaCosta, Academic Senate		X	X	X	X	X	X	
Carole Anderson, AFT Faculty Guild	X	X	X					
AFT Staff Guild								
Henan Joof, Liberal Arts & Sciences	X	X	X	X	X	X	X	
Jan Gangel-Vasquez, Chair, English	X	X		X	X	X		
Thomas Dawkins, Chair, Counseling	X	X	X		X		X	
Taybeh Meftagh Chair, Math	X	X	X	X	X	X	X	
Chair, CTE								
Cesar Martinon, ASO Student Rep	X							
Christopher Sweeten, Dean Counseling	X	X	X	X	X	X	X	
Maggie Cordero, Teamsters	X	X	X	X		X		

Guests present: Ramon Abrego, Jolene Martin, Armine Javadyan, Lisa Patton, Arineh Arzoumanian, Tanith Barcroft, Vahe Shirikjian, Saadia Porche, Jerry Vachon, Jeremy Jackson, Carlon Manuel, Vincent Jackson

Meeting called to order at 1:19pm.

I. Roll Call/Quorum: Jess Guerra, Co-Chair Student Success Committee

Introductions made around the room.

II. Approval of April 2018 minutes

Minutes approved by consensus.

III. Reports (not to exceed 5 minutes)

a. LACCD SSI Committee (Javadyan)

No meeting this past month. Trainings have taken place but committee meetings have not taken place since December 2017.

b. Conference Updates (Guerra/Tarrant) – HBCU Tour/Basic Needs Summit / Formerly Incarcerated/Noncredit Summit

Brief reports were shared for each event:

HBCU Tour- This was a 3rd year equity funded trip for Umoja students to attend HBCU's and experience other college campuses and cultural experiences. All 5 student attendees at today's meeting have applied and have received conditional acceptances. Each school was warm and welcoming to the group. They were also able to visit historical monuments such as the Jefferson memorial, Lincoln memorial, and a museum. The group had discussions with C. Manuel to discuss the impact of what they saw at the museum, which helped the group fully understand the mission of HBCU colleges. The students also each shared their personal most impactful moments. The students credit the Umoja program for making the trip possible in order for them to have such a positive experience. Tarrant and Guerra thanked the group for sharing one of the most rewarding moments of the committee. Barajas notes the practices used within Umoja should be identified in order to help other programs impact students as much as Umoja has.

Basic Needs Summit- Attendees included Hoyos Vences, Campbell, and Sweeten. Sweeten shared it was moving to discuss the food and housing insecurities students are currently facing. The plan is to cultivate what these services will look like within a community college as there are not many campuses that are currently offering these services. Materials will be provided at a later date. The need is prevalent on our campus so the work will need to take place quickly in order to start providing services to help students. Professional development will be a key component for faculty and staff in being able to effectively identify and interact with students who have these needs and to be literate in how to refer students for these services. Collectively this will need to be a campus effort.

Formerly Incarcerated- Attendees included Cordero, Tarrant, Ja'Shams, Tabor, Galindo, Barajas, Jackson, Manuel. These students of this type of population are not easily identifiable but notably feel a sense of shame because of their history. A bulleted list was provided to the group in terms of the keypoints of the training. There are current model support programs at other California community colleges. Currently our campus assists with expungement and background checks. Student testimonies also took place at the training as well. L. Barajas sent out the reentry fact sheet via email to the group.

Non-credit summit- Attendees included Cordero, Lancaster, Tarrant, Barajas, Cheang, and Guerra. Guerra shared the summit provided perspective in terms of where the college is in the non-credit work. ALAS and the work being done in other areas on campus show that LATTC is moving in the right direction and is ahead of the game. The noncredit to credit component showed there are available opportunities for LATTC to assist students in acceleration. Cheang shared that some collaboration can now take place in order to provide services to targeted populations. Barajas noted the ARC program and short-term CTE programs with the focus of the transition to a pathway are similar programs. Fact sheets will be provided by Barajas via email.

c. Student Support- Strategic Priority #2 Monthly Report (Tarrant)

Student services council took place this morning and the discussion of financial literacy took place in order to identify ways to improve students' understanding of financial aid and their finances in general. GradGuru is going to be launched soon, which is an app that pushes notifications to students in terms of important dates and targeted population communications. This is a three year contract and the hope is having the launch take place in June 2018.

IV. Discussion & Presentation Items

a. Access, Equity and Completion Strategies at LATTC (J. Lancaster) – Overview of presentation to Chancellor Rodriquez of LATTC strategies for 2017-18.

Chancellor Rodriguez has visited the campus in order to have a dialogue with the leadership team and see the work taking place on campus. Chancellor Rodriguez wanted to understand the LATTC pipeline in terms of access, equity, and completion. Lancaster notes the handout doesn't include all programs, but it shows the overall strategy for students entering until completion. New legislation with AB 705 and multiple measures and also the new funding formula (60, 20, 20) has made a large impact on the work being done which was incorporated into the handout. Questions the Chancellor posed to leadership are: Are things being done by design or by default? Are we transactional or transformational? He suggests the prize is student success and to make sure to keep the eye on the prize. He also inquired with all the things being done to move students through the process, what are you going to stop doing? How are you going to prioritize in order to focus on what is working? This will translate to budgeting as well, so its important for the college to consider what programs are not necessary for student success. Programs should all have a high return.

Tarrant added the chancellor appreciated the handout and noted LATTC is the only campus who prepared a visual for him to aid the conversation of the work taking place at LATTC.

Barajas also added there was data presented to the Chancellor as well to accompany the vision. Diaz notes this is only a picture if the work doesn't begin and responsible parties are identified.

b. Future Efforts of the LATTC Student Success Committee (J.Guerra/K.Tarrant) – The Student Success Committee has discussed lots of topics this year. Open discussion of topics of interest for exploration at the Student Success Committee.

The chairs asked the group to consider: what is the work of our committee moving forward and how do we structure ourselves? How can we further help student success? Are we not covering certain topics that should be discussed?

The floor was opened for comments and suggestions as follows:

- C. Sweeten asks how do we support students holistically? We focused on PACTS model but we should hone in on the students since they are the ones who are supposed to benefit from the model. The basic needs summit brought to light how many challenges students are facing on this campus, so how do we better serve them with these needs in mind? We need to collectively work together, faculty needs support to address these particular needs, classified staff as well. The campus needs to learn how to deal with appropriate "handoffs". Unclassified and all consituents all need to understand how to communicate with students in order to make them more successful. There is a lot of frustration and anger because students are not feeling that they are being assisted and staff is only viewing them as angry.
- L. Barajas responds that strategic initiatives being passed needed to be brought to each committee. She is noticing a trend in professional development needs for the campus to address students who are upset. Everything is now aligned to the strategic master plan, and she is noticing the student success committee should be included in the professional development plan. She also notes many faculty members are now year round, which opens opportunities for training during summer months.
- J. Martin- Focus more on outreach and support with counselor and/or cgca teams to provide more opportunity for students to have engagement with multiple programs at once.
- M. Diaz- How do we track the progress made with students who are recruited? The scorecard?

- J. Guerra responds with the scorecard should be revisited in terms of its structure. He also notes the pathway classified staff being more involved in program discussions and how each aspect of the college is involved in the student experience, regardless of the employee’s role. Getting staff more involved in the committee, and Vachon suggests including more students to get their perspective.
- L. Barajas touched on structure and how workgroups continuously working on selected topics could be an option rather than one topic once a month. The existing basis of these committees might need to transition into a workbased model with more student voice and more specific roles involved. K. Tarrant also brought up the Wednesday workgroups can create more time and broader participation. The committee meetings are preliminary conversations and reporting work taking place, but the workgroups are tackling goals.
- T. Meftagh- Brought up formerly incarcerated students and how she also thanks the group for the Umoja students sharing their experience and would like to see more of it.
- C. Sweeten- Yes to workgroups. How do we get students and employees to have more pride in LATTC? Retention measures? Customer service is involved in retention measures. How do we bring in outside voices on campus? Allowing students access to different vendors that come and present on topics that are relevant to them. Including capturing student testimonies for marketing.

V. Action Items

a. Future Student Success Committee Meetings (K. Tarrant) – Vote to move June 2018 Student Success Committee from June 7, 2018 to May 31, 2018.

J. Guerra notes this is an important meeting as the report will be prepared for college council and setting goals for the 2018-2019 academic year. This will also create the opportunity for the information collected at the last meeting to be brought to the college council retreat. The group collectively agreed on the change. L. Barajas suggests a student spotlight at the final meeting.

V. Items from the floor

J. Vachon shared that one of their students was allowed to compete at a competition where they thought she wasn’t going to be able to compete, which they just found out today. He notes how excited the whole Culinary program is because of this. No public funding will be used for sending this student to compete, outside foundation funds will be used in order to allow the student to legally compete and they will receive a stipend.

Meeting adjourned at 2:40pm.

Committee Meeting Summary - Action Items Overview

Action Requested/Pending Items	Accountable/Responsible Person	Due Date
Updated scorecard	L. Bajaras	

Student Success Committee 2017-18 Committee Goals

1. Applying and bringing to scale the best practices (e.g. high coordination, additional follow-up/multiple contacts, establishing a community/connection early in the student’s educational journey, monitoring student progress) from programs (e.g. Puente-like, EOPS-like) in the pathways.
2. Prepare the remaining programs by Spring 2017 to move into pathways by Fall 2017.
3. Refine the evaluation tool to monitor and support PACTS Tier 1 and Tier 2 with an emphasis on Academic Readiness (Math and English).