

## **STUDENT SUCCESS COMMITTEE MEETING**

**March 8, 2006  
2:00 – 3:00 p.m.  
Z109**

### **Minutes**

**Present: Teresa McNeil, Keren Brooks, Eric Preibisius, Steve Weinert, Gloria Ensey, Maria Mendoza**

**The first meeting of the semester opened with introductions. Teresa explained that she was filling in as co-chair during her “interim” assignment as the Dean of Counseling & Matriculation. Eric stated that this would be his last semester as co-chair of the Student Success Committee due to his many other responsibilities.**

**Keren Brooks reviewed practices and outcomes reported by colleges who use student self-placement systems, such as American River College and Moorpark College. Teresa reported that the Math Department at Grossmont College may be interested in pursuing this, and that she had already met with the dean, Jim Fenningham, about their interest in using a self-placement instrument for math. The two colleges need to use the same instrument, so it was agreed that Keren and Teresa would attend a Math Department meeting to discuss the item.**

**Teresa mentioned that it was time for the Early Alert letter to be sent to the faculty, and passed around a draft of the letter. It was agreed that the letter should be sent out ASAP.**

- Early Alert – Teresa McNeil**
  
- Other**

DRAFT

March 8, 2006

To: All Faculty  
From: Teresa McNeil  
Interim Dean, Counseling & Matriculation  
Re: Early Alert

It is time for Early Alert. The goal of Early Alert is to enhance student success and retention, and your intervention can make a difference. Our process, developed by the Student Success Committee, involves going to a website where you can find referral and resource information to give the student in need. The website is:

<http://www.cuyamaca.net/counseling/early%20alert.asp>

The forms at this website, which can be printed and duplicated as necessary, include:

- A "Congratulations" Form to acknowledge the student who is doing exemplary work.
- A "Referral" Form to direct the student in need of support to one or more services on campus.
- A "Helpful Hint" Card to give the student who needs some pointers to succeed.

Academic Excellence is valued at Cuyamaca College, and the Early Alert process can contribute to that value. I encourage you to take advantage of the college's Early Alert process and provide a meaningful intervention for the student in need. Thank you for your cooperation.

## STUDENT SUCCESS COMMITTEE

September 13, 2006

2:30 p.m. – 4:00 p.m.

### MINUTES

Present: Marvelyn Bucky, Teresa McNeil, Maria Mendoza-Bautista, Steve Weinert, Daphne Chen (SDICCCA Psychology Intern, Alicia Munoz

Members were introduced. It was announced that Eric Prebisius, Gloria Ensey and Greg Gomez had called about not being able to attend. The charge of the committee was reviewed (handout). There was discussion about the charge, particularly with reference to the (a) Model and (b) Partnership for Excellence goals.

Maria Mendoza- Bautista gave an update on Title III Initiatives. There was a question by Steve as to whether online advising is online counseling. While it is intended to be online advising, Teresa will follow up with Greg and the counselors to decide if this should be in the disclosure or not.

Marvelyn Bucky gave a status report of the bridge classes. Alicia suggested that ESL 96 needed a bridge. Teresa McNeil asked about the status of the model

For the next meeting, Marvelyn Bucky would like members to bring in 2-3 ideas on ways to increase student success, some tangible and specific activities that could be undertaken.

The meeting ended at 3:40 p.m.

## Student Success Committee MEETING MINUTES

**Meeting Date:** Wednesday, November 15, 2006      **Time:** 2:00 pm      **Location:** TLC  
**Present:** Keren Brooks, Marvelyn Bucky, Demarquet Davis, Gloria Ensey, Maria Mendoza, Sandra Nolan, Eric Preibisius, Steve Weinert, Pam Wright  
**Guest:** Michael Perez, Grossmont College EOPS  
**Recorder:** Maria Mendoza-Bautista

I. GC EOPS Summer Readiness Program	
<ul style="list-style-type: none"> <li>• Discussion</li> </ul>	<p>M.Mendoza introduced Michael Perez to the committee. She explained the need for a retention program via the Title III grant project and a collaborative activity with this committee. All committee members introduced themselves to the guest speaker by also introducing their respective departments.</p> <p>Michael Perez informed the group, via a powerpoint presentation, the components of his "Summer Institute" program at Grossmont College geared toward first time college (EOPS qualified) students. The program began in the summer of 2003 as a pilot to develop a freshman (EOPS) experience program where new students would benefit from services such as:</p> <ul style="list-style-type: none"> <li>• financial aid, counseling, educational planning, parent/student orientation, book loan program, meal cards, weekly interaction activities (softball games), field trips (museum of tolerance, UCSD etc.), linked courses (Eng 98, Eng 105, PDC 130), priority registration, teacher mentor, On Course book curriculum, library research, friendships, club EOPS, work-study.</li> </ul> <p>As a result, the program has been institutionalized and keeps growing. Many of the 2003 Summer Institute participants have returned to be mentors for new students. In terms of recruitment, EOPS is allowed to outreach to all/any SD high schools outside of service areas.</p> <p>Challenges: understaffed.</p>
<ul style="list-style-type: none"> <li>• Action</li> </ul>	<p>The committee would like to hear more about the mentor component. This is coordinated by Pearl Lopez at Grossmont College. The committee would like to invite her to a future committee meeting for information purposes. Some members were interested in participating in a program like this as mentors. Other members were interested in the data for student retention from a program like this.</p> <p>The committee would like to invite Sandy Lyon from the Cuyamaca College EOPS department in order to discuss current activities/program for first year EOPS students.</p> <p>M. Mendoza will review the information from this program with T. McNeil in order to determine the next step for this project and for this committee.</p> <p>M. Bucky requested to review program suggestions at the next meeting.</p>
2. Article	"Researchers Share Strategies for Promoting 'Student Success'"
<ul style="list-style-type: none"> <li>• Discussion</li> </ul>	M. Bucky distributed article for committee members to review.
3. Adjournment	Meeting adjourned at 3:15pm.

STUDENT SUCCESS COMMITTEE  
February 21, 2007  
3:00 p.m. – 4:00 p.m.  
Conference Room 1, Student Services Complex

Minutes

Present: Keren Brooks, Marcella Brown, Marvelyn Bucky, Teresa McNeil, ,  
Maria Mendoza-Bautista, Al Taccone  
Guests: Demarquet Davis, Pearl Lopez

The Minutes of 11/15/06 were distributed and reviewed by all. There were no changes.

Maria Mendoza-Bautista gave a progress report on the planning of the Summer Institute, citing the meetings held with EOPS, the PDC Chair, representatives from Financial Aid, and others. A PDC course will be offered, it is the hope of this program to qualify students for financial aid and/or EOPS in Summer 2007, Fall 2007. Outreach will begin in earnest, through traditional EOPS and Financial Aid mechanisms. It is hoped that a cohort of 20-25 high risk students can be established. Maria is working out the details on the pending project.

Pearl Lopez from Grossmont College was introduced and gave a PowerPoint presentation on the Mentoring project; which is a continuation of the Summer Institute at GC. She provided details, and the group asked questions. She also volunteered to assist with forms that will assist in recruiting mentors and mentees.

Teresa shared last year's Early Alert letter that went out to faculty, and stated that it is time to send one out this semester. Minor changes were made to the letter. A suggestion was made by Al Taccone to have "tear off" pads of the documents to put in faculty mailboxes. The committee agreed that faculty might be more prone to utilize these hard copies. Teresa will follow-up on that suggestion.

Marvelyn suggested that committee members read the article, "At Symposium, Researchers Share Strategies for Promoting 'Student Success' " disseminated at the previous meeting, and bring their ideas for student success to the next meeting so that the group can begin considering short term and long term student success strategies that should be supported on campus.

## STUDENT SUCCESS COMMITTEE

April 18, 2007

3:00 p.m. – 4:00 p.m.

F106

### MINUTES

#### Attendance:

Teresa McNeil (Co-Chair), Marvelyn Bucky (Co-Chair), Gloria Ensey, Maria Mendoza, Pamela Wright

1. The Minutes of 02/18/07 were approved as written.
2. There was a discussion about the yellow and blue “postcards” disseminated in the faculty mailboxes. Marvelyn suggested combining them into one, thereby having only one color and “disguising” which ones are being given out to particular students.
3. Pamela Wright from the district’s Research Office was introduced. She will serve to replace Keren Brooks. Pamela went over in detail the results of the APS revalidation student, and handed out copies to all of those in attendance.
4. Maria handed out a flier about the pilot ICE program that is scheduled to begin this summer. It is a collaborative effort involving Title III, EOPS, Counseling, EOPS and Financial Aid.
5. Marvelyn led a discussion on ideas about student success. In particular, she has an idea for a Foundation Fund that involves \$5.00 being taken out of faculty paychecks, which will be put into a pool and used for student success purposes. The second idea involves tutors in basic skills courses that actually sit through the courses, and participate later in individual or

group tutoring with the same students. This has shown to be successful at SDSU and other colleges.

6. The discussion on ideas for student success will be continued at the next meeting, and will be the only topic.