SS / AtD Core Team Meeting
November 5, 2014
GC 210K
3:00 pm

Attending: Mary-Jo Apigo, Yervant Boghos, Adrienne Foster, Walter Jones, Kimberly Manner, Manushak Movsisyan, Manner Clare Norris, Karen Quitschau, Tim Russell, Melinda Smith, Helen Young

Guests: Rebecca Tillberg, Susan Trujillo, Vidal Valle

1. Approve Minutes from October 1, 2014 Meeting – minutes from the October 1, 2014 meeting were approved.

2. District Strategic Plan Alignment with College Plans
   R. Tillberg reported on the Educational Master Plan (EMP). There are five strategic directions – alignment of college and district strategic plans. All goals were reviewed. West’s goals are aligned clearly with District’s goals. West will present to the Board at the IEC Committee meeting. The big focus is on implementation and evaluating our progress on goals and strategic directions. The PIE Committee will do their evaluation in Spring 2015.

3. Educational Master Plan Student Success Related Action Items
   The calendar for initiating action steps for the EMP Workgroup was distributed. EMP for 2014-2020 – a summary table of strategic directions, strategic goals and objectives was distributed. C. Norris asked the committee to brainstorm some of the objectives and think about what actions to take for the EMP for 2014-2020.

4. Puente Project – V. Valle briefed the committee on the Puente Project. Their goal is to target those students who are not transferring to the UC systems and this group is made up historically of underrepresented groups of students. This program is open to any student eligible for English 28 that is willing to commit to the program’s requirements. F. Leonard teaches English 28 students in the Puente Project. Wrap around services and mentors are available. V. Valle is the counselor for Puente students. Students transfer into an English 101 and Personal Development 20 (PD 20) class who pass English 28 and PD 40 prepares students to succeed at the college level with study skills, time management, and note taking skills. The Puente Project is a state model and allows you to look at the history of each student and maintain continuing contact. V. Valle has a PD class that ties them to their instructor for the entire semester. EOPS is a cohort like program of counseling services and resources.
5. **Strengthening Student Success Conference**

   Peer mentoring component is made up of student ambassadors and is a very effective program for students. P. Braxton reported that they are working on building a student information center with a walk through registration process. A. Viramontes spoke about workshops he attended on summer programs and first year programs. These workshops strengthened relationships with high schools and assigned coordinators to feeder schools. They created a profile for students at each workshop and identified students for targeted areas. Workshops were shared by P. Braxton and C. Norris. Multiple assessment measures were discussed for West.

6. **Assessment and Placement Summit**

   There will be a District Summit meeting at Pierce College from 9am – 2pm on November 14, 2014. Each college creates its own cut scores that should pertain to their college’s student population. There was discussion of assessment and creating multiple measures - disproportionate impact.

7. **Announcements**

   Professional Development - the Leadership Retreat is Friday, November 21, 2014. There are lots of connections to student success. FELI graduates on campus will be doing part of the retreat and will hold breakout sessions. There will be four breakout options with two breakout times.

   **Spring Summit – February 6, 2015** – K. Manner is coordinating this event and this will be West’s own Student Success conference. This committee is invited to submit proposals through November 14, 2014.

   **District-wide Faculty Teaching and Learning Academy (FTLA)**

   Application deadline is November 24, 2014. M. Movsisyan is a graduate of FTLA (Faculty Teaching and Learning Academy) and recommended everyone to sign up for this. Many different learning strategies are explored to implement in your classrooms. West will be meeting with other FTLA faculty and these sessions start in the summer and continue through the fall semester. This is an opportunity to meet other faculty within the District to find out what new innovations are happening around the state. A variety of guest speakers are invited to the academy and completing these workshops counts as one unit towards faculty advancement.

   W. Jones is looking at other mission statements from other groups and trying to align what the mission statements are. R. Tillberg is working on aligning other goals of other plans. She is developing a grid which shows how all these plans align with each other.
One Book FIG (Focused Inquiry Group)

Susan Trujillo, Librarian, announced the first meeting of the FIG will be held on November 18, 2014, 3:00 pm, HLRC-316. West is starting a FIG to start a One Book program. The goal is to encourage students, faculty and staff to read the same book, discuss it, and build a sense of college community.

The meeting was adjourned at 4:35 p.m.