

DRAFT Academic Success Committee Meeting Minutes

San Diego Miramar College

April 7, 2023 • 1:00 p.m. – 2:00 p.m. • Room L-101

Alternative Meeting Method: [Zoom Link](#), Password: DEIA4Ever

(<https://sdccd-edu.zoom.us/j/87583825713?pwd=WHRrM05SdGErMkFzVks0VnNrVG9Ddz09>)

Meeting ID: 875 8382 5713; Telephone: +1 669 444 9171 US

Members: Nessa Julian, Daniel Miramontez (N. Julian proxy), Reylyn Cabrera, Francine McCorkell (R. Cabrera proxy), Xi Zhang, Donnie Tran (chairperson), Alex Stiller-Shulman, Laura Sweeney, Melissa Wolfson, Isabelle Martin (D. Tran proxy), Pablo Martin, Danish Khan

(highlighted names = attendees)

Vacancies (Designees): Students (2), Classroom ILT or IA, PRIELT, Student Services, Counseling, Public Safety

Guests: Janina Moretti, Kanchan Farkiya

- A. Call to order (1:13 p.m.)
- B. Adoption of April 7, 2023 agenda (5 min) (1st: R. Cabrera; 2nd: N. Julian)
- C. Approval of March 3, 2023 minutes (5 min) (1st: R. Cabrera; 2nd: NJ; ab: P. Martin)

#	Items	Strategic Goals*	Accreditation Standards**	Initiator
1	Finalizing new ASC/SEEM Committee proposal (45 min) Motion: To approve the final draft of the revised new committee's structure to the CGH workgroup. Starting on page 3 of this document. (1st: P. Martin; 2nd: R. Cabrera) Spring 2023 College Governance Handbook: https://sdmiramar.edu/sites/default/files/2023-02/college_governance_handbook_current_.pdf Governance Change Form: https://sdmiramar.edu/sites/default/files/2022-10/final_cgh_change_form_approved_11-9-21_fillable.pdf	I, II, III, V	I, II, IV	D. Tran
2	Announcements (5 min)	I, II, III, V	I, II, IV	All

- D. Adjournment (1st: P. Martin; 2nd: N. Julian)
- E. Next scheduled meeting: Friday, May 5, 2023 (Room L-101, alternative on Zoom)

*San Diego Miramar College Strategic Goals Fall 2020-Spring 2027

- I. **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
- II. **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.

- III. **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
- IV. **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships
- V. **Diversity, Equity, and Inclusion (DEI)** - Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

** [ACCJC Accreditation Standards \(Adopted June 2014\)](#)

- I. Mission, Academic Quality and Instructional Effectiveness, and Integrity
- II. Student Learning Programs and Support Services
- III. Resources
- IV. Leadership and Governance

Web Page Links to [Academic Success Center](#) and [Academic Success Committee](#)

Success Across the Curriculum Committee's Structure (final draft to workgroup)

Administrators	Classified Professionals	Faculty	Students
VPI or designee	Student Services	English	Designee 1
Associate Dean of Academic Success and Integrated Support Services or designee	Classroom ILT	ELAC	Designee 2
	Lab Technician	Math	
	Supervisor	Academic Senate	
		Counseling	
		Guided Pathways Coordinator	
		Professional Development Coordinator	

Ex-Officio Advisors: department liaisons, Enrollment Services, Career Education, Academic Success and Integrated Support Services, LEAD, Student Affairs, Student Development, Academic Success Center, faculty from BTCWI, Public Safety, and PRIELT

Purpose and Charge

- a) To support academic success across all disciplines at San Diego Miramar College. To provide a space to receive and share new ideas about effective activities and practices.
- b) To support retention, success, and persistence of all students in all academic tracks such as transfer to university, degree, and certificate, while ensuring the success of disproportionately impacted populations.
- c) To engage in the evaluation and assessment of current initiatives, practices, and policies.

Responsibilities

- a) Foster clear and effective communication between the committee and the campus community.
- b) Create a process for meaningful dialogue and collaboration on issues of academic success for disproportionately impacted student groups.
- c) Promoting success in transfer-level English and math courses.
- d) Identify and publicize best practices for advancing academic success, diversity, equity, inclusion, and accessibility.
- e) Support innovations in instruction.

Procedures

- a) Membership term lengths: Unless membership is designated by position, there is a two-year appointment with an option for an additional two-year service, and the possibility of one additional term if the position remains available.
- b) This committee makes recommendations to the Academic Senate.
- c) Plans/Reports: Annual summary of goals and accomplishments to College Council and annual contribution to equity plan
- d) Quorum: 50% plus one of membership
- e) Committee approval process: vote

Meeting Frequency

This committee meets on the first Friday of the month, from 1:00 p.m. to 2:00 p.m., during the fall and spring semesters.