

# **DRAFT Academic Success Committee Meeting Minutes**

## **San Diego Miramar College**

**March 3, 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, Reylyn Cabrera, Francine McCorkell, Xi Zhang, Donnie Tran (chairperson), Alex Stiller-Shulman, Laura Sweeney, Melissa Wolfson, Isabelle Martin, Pablo Martin, Danish Khan

(highlighted names = attendees)

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

Guests: Janina Moretti

- A. Call to order (1:00 p.m.)
- B. Adoption of March 3, 2023 agenda (5 min) (1st I. Martin; 2nd N. Julian)
- C. Approval of February 3, 2023 minutes (5 min) (1st I. Martin; 2nd F. McCorkell) (abstained: D. Miramontez)

Public Comments:

D. Khan: WBL - Work-Based Learning, curriculum is given to us, question about how we can incorporate WBL in the curriculum; what is the point of WBL in curriculum if students are going to university

N. Julian: Perhaps invite C. Estrada-Howell to Academic Success Committee meeting

#	Items	Strategic Goals*	Accreditation Standards**	Initiator
1	<p>College Governance Handbook (CGH) Taskforce ASC/SEEM Committee recommendation (45 min)</p> <p>Spring 2023 College Governance Handbook: <a href="https://sdmiramar.edu/sites/default/files/2023-02/college_governance_handbook_current.pdf">https://sdmiramar.edu/sites/default/files/2023-02/college_governance_handbook_current.pdf</a> Governance Change Form: <a href="https://sdmiramar.edu/sites/default/files/2022-10/final_cgh_change_form_approved_11-9-21_fillable.pdf">https://sdmiramar.edu/sites/default/files/2022-10/final_cgh_change_form_approved_11-9-21_fillable.pdf</a></p> <p>N. Julian: Taskforce convened for the college governance handbook N. Julian: Possibility of revisiting committees' charges &amp; combining similar committees such as Academic Success Committee &amp; SEEM N. Julian: (shared screen) displaying committees' descriptions &amp; charges (Academic Success Committee &amp; SEEM)</p>	I, II, III, V	I, II, IV	N. Julian

	<p>N. Julian: Academic Success Committee's charges are to recommend to campus community</p> <p>N. Julian: SEEM was previously BSI Subcommittee. Similar in the charges but more specific to ELAC, English, &amp; math. Focused on DI &amp; in implementing success in ELAC, English, &amp; math. Similar charges as Academic Success Committee</p> <p>N. Julian: Taskforce thinks it makes sense to combine Academic Success Committee &amp; SEEM</p> <p>N. Julian: Our committee talks through the merger</p> <p>N. Julian: Other areas are combining too. Student Services Committee is consolidating. Might have a larger committee with Student Services (larger discussion for now).</p> <p>F. McCorkell: Originally, we had growing pains in forming the committee (like whether it was a ad-hoc committee or taskforce)</p> <p>N. Julian: Much smoother process now</p> <p>D. Tran: Originally, BSI was intended to be part of Academic Success Committee</p> <p>D. Miramontez: We did not have a process in place before. We have a current governance structure now. The structure has been built. Are there redundancies in our two committees? How to eliminate them?</p> <p>R. Cabrera: We have overlap in membership on both committees. For example, M. Wolfson is on both committees.</p> <p>I. Martin: See how beneficial it is to combine them. Academic success is so broad.</p> <p>N. Julian: Add to that: If we merge the two committees, we can have taskforce focused on certain parts of academic success.</p> <p>I. Martin: What is the membership composition of the new committee?</p> <p>P. Martin: How can we tighten the membership &amp; mission? These are Brown Act committees. The implementation is operational (not Brown Act).</p> <p>D. Tran: Membership based on ACPs</p> <p>N. Julian: Counseling &amp; classified professionals in each ACP</p> <p>P. Martin: Maybe a representative from each ACP?</p> <p>N. Julian: The charges of Academic Success Committee are really broad. SEEM's charges are narrower.</p>			
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	<p>D. Tran: Those two ACPs (related to SEEM) have more members.</p> <p>N. Julian: Paperwork must be done by April.</p> <p>N. Julian: Need to SEEM's proposal &amp; have time to consider both proposals.</p> <p>D. Khan: When you merge two systems, need to know what is working &amp; not working. What is the best way to work together? What is our real goal? What is not working?</p> <p>P. Martin: Wonderful to get both committees together. In the short term it is to come up with a combination. Suggest to merge both committees. Have a Google document to combine the mission statements.</p> <p>N. Julian: Started a Google document. Put the links &amp; charges on it.</p> <p>I. Martin: What is review timeline?</p> <p>N. Julian: Timeline in Google document</p>			
2	<p>Announcements (5 min)</p> <p>P. Martin: New Google Doc - use "Suggesting"</p>	I, II, III, V	I, II, IV	All

D. Adjournment (1st I. Martin; 2nd R. Ceberra) (2:01 p.m.)

E. Next scheduled meeting: Friday, April 7, 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](#)