

Academic Success Steering Committee Meeting
September 20, 2019

Attendees: N. Julian, D. Tran, F. McCorkell, C. Jay, A. Anderson, X. Zhang, A. Gloag, F. Bereaud, M. McMahon, D.Miramontez. S. Hurley, C.Padilla

Guests: S.Young

Draft Minutes

- A. **Call to Order**- 1:35 D.Tran
- B. **Adoption of Agenda**-1:36 motion by M.McMahon, second by C.Jay
- C. **Approval of Minutes**- Tabled for October meeting
- D. **New Business**
 - a. **Report of centers' data and update on ASC**- D.Tran reported ASC data and reviewed WEL (formerly English Center) technical challenges for Spring, district tracking system not reliable. Discussion regarding Math Lab numbers and potential factors contributing to the high numbers such as test proctoring.M.McMahon suggests the assessment center used for proctoring, discussion follows. D. Tran introduces data captured via google survey and SARS tracking/logging/processes for fall 2019.
 - b. **Update on ASC Steering Committee within Miramar College Governance Structure**- M.McMahon explains 10+1 purview over academic success and clarifies the focus is not on the operational aspects of the Academic Success Center (ASC) rather academic success across the campus. The name of this committee will be updated to Academic Success henceforth.
 - c. **English and Math liaisons roles**- A.Anderson explains role as English liaison to ASC: communicates with department and brings needs to D.Tran. Focus is in supplemental instruction (SI) leaders and embedded English tutors, training, meet with SI's and communicating with professors. A.Gloag (w/J.McMenamin) act as math liaison, focus is tutors in Math lab, mostly staffed through volunteer tutors. Faculty volunteer and cover the math lab.
 - d. **Preview of mission, vision and goals of ASC and**- Associate Dean Julian provided a brief overview of ASC program review its mission, goals, actions and timeline.
 - e. **Timeline of ASC program review**- The Academic Success Center program review will be shared at a future date.
 - f. **Plans for mental wellness workshops**-D.Tran reviews workshop collaborations with J.Patacsil from Mental Health. There are questions and a brief discussion regarding budgets at large.
 - g. **ED 100 Taskforce**- D.Tran put a call for taskforce members. C.Jay, A.Anderson, M.McMahon volunteer.
 - h. **Any updates and announcements from members**- none
- E. **Standing Items**

- a. **Update on ASC Group Membership**- Membership will continue as stands. As an ad-hoc committee the membership is subject to change.
- F. **Adjourn**- motion by D.Tran , second by D.Miramontez 2:43pm