

Academic Success (AS) Steering Committee Meeting

April 17, 2020

1:30 p.m.-2:30 p.m.

Somewhere in the Universe

Welcome!

The meeting will now come to order.

Adoption of the April 17th Agenda

Academic Success Steering Committee Agenda

San Diego Miramar College

April 17, 2020 • 1:30 p.m. – 2:30 p.m.

Members: Laura Murphy, Marie McMahon, Adrian Gonzales, Daniel Miramontez, Nessa Julian, Donnie Tran, Francine McCorkell, Reylyn Cabrera, Kenneth Reinstein, Allen Andersen, Becky Stephens, Paulette Hopkins, Xi Zhang, Shawn Hurley, Anne Gloag, François Bereaud, Carmen Jay, Clarissa Padilla, Sayeh Dehestani

- A. Call to Order
- B. Adoption of Agenda

C. New Business:

#	Items	Strategic Goals*	Accreditation Standards**	Initiator
1	Update on Remote Academic Support Services	I, II, III	I, II, IV	Julian
2	College Governance Handbook Discussion (Acad. Scs. Cmte. info. on pages 2 & 3)	I, II, III	I, II, IV	All
3	Other announcements	I, II, III	I, II, IV	All

- D. Adjournment
- E. Next scheduled meeting: Friday, May 15, 2020, 1:30 p.m.-2:30 p.m., Zoom link: TBA

* [San Diego Miramar College 2013 – 2020 Strategic Plan Goals](#)

I: Provide educational programs and services that are responsive to change and support student learning and success.

II: Deliver educational programs and services in formats and at locations that meet student needs.

III: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

IV: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Link to Governance: http://www1.sdmiramar.edu/webfm_send/15589

Zoom Link:

Topic: April 17, 2020 Academic Success Steering Committee Meeting

Time: Apr 17, 2020 01:30 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

<https://cccconfer.zoom.us/j/92151639619?pwd=eTYzam9OT3B3cDhHVjNQb2FJMVpjUT09>

Password: 066357

Or Telephone:

+1 646 876 9923 (US Toll)

+1 253 215 8782 (US Toll)

Meeting ID: 921 5163 9619

Password: 066357



Academic Success Steering Committee **DRAFT** Minutes

San Diego Miramar College

November 15, 2019 ● Room L-108 ● 1:30 p.m. – 2:30 p.m.

Members: Laura Murphy, Marie McMahon, Adrian Gonzales, Daniel Miramontez, Nessa Julian, Donnie Tran, Francine McCorkell, Reylyn Cabrera, Kenneth Reinstein, Allen Andersen, Becky Stephens, Paulette Hopkins, Xi Zhang, Shawn Hurley, Anne Gloag, François Bereaud, Carmen Jay, Clarissa Padilla, Sayeh Dehestani, Melanie Stuart

- A. Call to Order- D. Tran called to order at 1:31 PM
- B. Adoption of Agenda- (K. Reinstein / D. Miramontez) approved by consensus
- C. Approval of Minutes- Approval of 10/18/19 minutes will take place on 2/21/20

D. New Business:

#	Items	Strategic Goals*	Accreditation Standards**	Initiator
1	Update on CIA process D. Miramontez met with co-facilitators on 10/31/19 and reviewed general restructuring but did not review committees. Next meeting is scheduled for December 2019. M. McMahon announced CGC is meeting Tuesday to discuss roll out.	I, II, III	I, II, IV	Miramontez and Others
2	Follow up on current goals of the AS Steering Committee (open discussion) Shared document is currently blank, any contribution is welcome. D. Miramontez offers data coaching for goals and discusses combining ISLO's with student learning outcomes.	I, II, III	I, II, IV	All
3	Update on data collection plans (PREDD) D. Miramontez announces an informational data dashboard for program review, is now rolling out to all faculty. The PREDD is meant to show student performance data relative to college wide benchmarks. The PREDD also has equity disproportionate impact (DI) groups built into it.	I, II, III	I, II, IV	Tran
4	ASC's updates and other announcements N. Julian reviews current staffing updates and plans for onboarding in Spring 2020. Funding will allow tutors for math, English, biology, chemistry, and anatomy. The ASC is rolling out a process for faculty to reserve space tailored to tutorial services.	I, II, III	I, II, IV	Julian

E. Standing Items:

#	Items	Strategic Goals*	Accreditation Standards**	Initiator
1	ED 100 Taskforce (Update of first meeting) Syllabus and course description were reviewed. Attendees brainstormed ways in which various	I, II, III	I, II, IV	Tran and Others

Nov. 15th
Meeting's
Minutes

Nov. 15th Meeting's Minutes (continued)

faculty from campus can collaborate to host tutor training modules. ED 100 is not a precursor for tutoring but is being as a pool in some areas. Possibility of looking into ED 200 in the future.			
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- F. Adjournment- (D. Miramontez / A. Andersen) approved by consensus 2:07 PM
- G. Next scheduled meeting: Friday, February 21, 2019, 1:30 p.m.-2:30 p.m., Room: L-108

* **[San Diego Miramar College 2013 – 2020 Strategic Plan Goals](#)**

- I:** Provide educational programs and services that are responsive to change and support student learning and success.
- II:** Deliver educational programs and services in formats and at locations that meet student needs.
- III:** Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.
- IV:** Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.

Link to Governance: http://www1.sdmiramar.edu/webfm_send/15589

February 21st
Meeting's
Minutes

(Not Available)

New Business #1:

Update on
Remote
Academic
Support Services

Ms. Nessa Julian



Update on Remote Academic Support Services

- Platforms: [ASC Canvas](#) course and [The WELL Canvas](#) course
- Students can self-enroll in the Canvas courses through links posted on the [ASC](#) and [The WELL](#) Web pages.
- In ASC Canvas course, there are discussion boards for students to post questions for tutors to answer (asynchronous) and Zoom tutoring sessions (synchronous). These Zoom sessions are conducted by ASC and Math Lab tutors. Additionally, embedded tutors (a.k.a. SI leaders) are working with faculty to best support students remotely. The subjects supported mirror what we have before going remote.
- In The WELL Canvas course, students can submit work to tutors (asynchronous). There will be workshops conducted via Zoom.
- The ASC is considering Pisces and NetTutor as other services.
- [Tutor Flyer](#)

New Business #2:

College
Governance
Handbook
Discussion
about
AS Cmte.

All



Academic Success Committee

Co-Chair: Academic Success Center (ASC) Coordinator

Co-Chair: Associate Dean of Academic Success and Integrated Support Services

Committee Membership

Administrators (2)	Classified Professionals(4)	Faculty (8)	Students (1)
Associate Dean of Academic Success and Integrated Support Services	ASC Instructional Lab Technician	ASC Coordinator	Designee
Dean of PRIELT	Classroom ILT or IA	BTCWI Designee	
	ILC Supervisor	Liberal Arts Designee	
	Student Services Designee	MBEPS Designee	
		PRIELT Designee	
		Public Safety Designee	
		Student Services Designee	
		Counseling Designee	

Ex Officio Members: Department Liaisons.

Purpose/Charge

The purpose of the Academic Success Committee is to support academic success at Miramar College by offering comprehensive academic support to students across all disciplines on campus; to support, facilitate and develop services to faculty, classified professionals, administrators and students; to provide a forum to receive and share new ideas about effective activities and practices; and to engage in evaluation and assessment of current practices, allowing the campus to address any immediate and future activities and needs.

Committee Responsibilities

- Create clear and effective communication between all of the various academic support services available to students across campus (e.g. ASC, Math Lab, WELL, Science Center, 277D courses, etc.).
- Ensure all avenues of securing vital resources for Academic Success are pursued.
- Create a meaningful map of Academic services available to students and related Professional Development opportunities available to faculty, classified professionals and administrators (e.g., workshops, seminars, and training sessions).
- Evaluate the effectiveness of committee purpose, charge and responsibilities regularly.
- Perform work and provide evidence to ensure the college meets applicable areas of Accreditation Standard II.

Pages from Handbook

Committee Procedures

- Membership term lengths: 2 years with a limit of two consecutive terms (maximum service 4 years) unless designated by position.
- Recommendations are made to Academic Senate
- Committee retains authority to form taskforces and workgroups related directly to committee charge.
- Plans/Reports: Annual summary of goals and accomplishments to College Council.
- Quorum: 50% +1 of membership.
- Committee Approval Process: Vote.

Meeting Frequency

The Committee will meet once per month during the academic year.

DRAFT

CIA & New Governance Information Website & Feedback

- CIA & New Governance Information Website & Feedback
 - <https://www.sdmiramar.edu/cgh-feedback>

CIA & New Governance Information

Under the direction of Chancellor Carroll, in May 2018 a group of Collegiality in Action (CIA) facilitators were invited to assess the campus climate and our participatory governance structure and processes. Over the course of several months a team of over 30 faculty, classified professionals, students and managers worked with external facilitators to evaluate the structure and processes of the existing framework and have made recommendations to clarify and strengthen our participatory governance structure. These recommendations are contained in the first draft of a [new College Governance Handbook](#).


The [College Governance Committee](#) has reviewed the recommendations and recently released the [draft handbook](#) and a "[frequently asked questions](#)" (FAQ) document for campus-wide dissemination. We invite you to review these materials and discuss with your colleagues, departments, and committees in order to provide feedback. We will collect, evaluate and incorporate feedback over the next few weeks.

To help us gather your feedback, please fill out the form below. The [draft College Governance Handbook](#) and [FAQ](#) are available in the Important Documents section of this page.

Email*

Comments*

SAN DIEGO
MIRAMAR
COLLEGE





Friday, May 15, 2020
1:30 p.m. to 2:30 p.m.
Somewhere in the Universe

Next Meeting

Zoom link:

Topic: May 15, 2020 Academic Success Steering Committee Meeting

Time: May 15, 2020 01:30 PM Pacific Time (US and Canada)

Join from PC, Mac, Linux, iOS or Android:

<https://ccconfer.zoom.us/j/93309665708?pwd=RzB3TIV1ZHREMghPbHBpdIRBY25LUT09>

Password: 226142

Or Telephone:

+1 669 900 6833 (US Toll)

+1 346 248 7799 (US Toll)

Meeting ID: 933 0966 5708

Password: 226142