Student Access and Success Committee
Meeting Summary
April 7, 2015 meeting

Present: Anna Pilloton, Meg Pasquel, Sara McKinnon (Resource), Derek Levy, Becky Reetz

Absent: Andrea Mann, Luz Moreno, Sonia Puertas Acosta (student) and Inna Shapiro (student), Rose Jacques (Resource)

Agenda for April 7 and Summary for March 17 were approved.

The group reviewed upcoming meeting items, including:

- A visit by members of the Diversity and Equity Advisory Committee (DEAC) for April 21.
- Continued work on Program Review memo, including incorporating feedback from student services’ program reviews
- Preliminary feedback from Chancellor’s Office on COM’s SSSP and SEP was positive. Formal feedback will be shared with committee when received from CCCCO.
- Need to schedule time in May to review progress on SSSP and SEP.

Derek shared some highlights from the SSSP Region 3 meeting he attended yesterday. One notable is there will be a Noncredit SSSP template published later this spring with training to follow. Due date will be end of October.

Student Access and Success Committee 2014 Program Review Discussion

1. Transportation – bus service – from SF, synchronized in Marin with outer service and class schedules

   NOTES: Student survey regarding transportation between campuses – 73% would pay extra fee to have bus pass.

2. Software: Having discipline-specific software installed on library computers for students to use when labs are closed [dovetails with some challenges we’re having installing accessible software]

3. Financial Issues, which affect attendance primarily due to family and work obligations, but also illness:
   - Cost of textbooks
   - Getting financial aid soon enough to buy books and life expenses
• Being able to study full time
• Affect on classroom participation

SAS suggested tying some Financial Aid (SEOG for example) to mandatory orientations and attendance in counseling classes, etc.

4. **Childcare** availability and also being able to get back from off-campus internships in time to pick up children. (Dental)

5. **Student preparedness**, including
   • Patience and experience with writing multiple drafts of work
   • Language skills
   • Reading, writing skills
   • Math skills
   • Creating from scratch, e.g., art
   • Study habits and time management
   • Access to and use of tutoring

A number of areas refer students to the English (online) Writing Center. SAS wonders if there is a comparable support for Math for students who are not in Math classes.

Question of pre-requisites (raising the English one for Dental Assisting program for example);

Suggestion **was made** that pre-req review happen in next year now that English and English Skills have been working on alignment of their curriculum.

**Recommendation to make instructional learning assistance consistent – across disciplines.**
*Provide centralized training to IS’s/DT’s, have consistent expectations for work; clarify job descriptions; market the service better; expand across disciplines.*

6. **Student Support Services**
   • Catalog/website content accuracy issues
   • Counselors and other services not available in PE area

SAS suggested having counselors have all around capabilities but also dedicated to specific disciplines.

Suggestion for counseling/faculty speaker series where students interested in a specific field(s) could go to learn about it – in terms of what they do at COM as opposed to when they transfer.

**NOTE:** Need to look over Student Services Program Reviews next time before putting together final recommendations for PRAC.
Other topics of conversation centered on the idea of having a central location/website where related things could be housed so that faculty and staff aren’t duplicating efforts. Also how to put out announcements on a weekly basis of what is happening on campus and perhaps using something like the app that Luz’s student created as a starting point.