SB 1456 IMPLEMENTATION TASK FORCE
MEETING NOTES

Present: Dave Anter, Dave Fuhrmann, Erika Endrijonas, Joel Diaz, Karen Engelsen, Kimberly Korinke, Lisa Hopper, Lori Bennett, Mary Rees, Patricia Ewins, Patrick Jefferson, Richard Duran, Susan Bricker, Victoria Lugo

Absent: Peder Nielsen

Guests: Deborah La Teer (Budget Officer, DAC), John Cooney (Data Analyst, DAC) and Michael Rose (Senior Programmer Analyst, DAC)

Meeting Date: **01/24/14**	Meeting Notes Attached: **N/A**		Recorded By: **Karla Banks**	
AN = Action Needed	**AT = Action Taken**	**D = Discussion**	**I = Information Only**	**CR = Committee Referral**

DISCUSSION/DECISIONS

The meeting was called to order at 2:05 a.m.

1.	Introductions	I	Dr. Durán welcomed the members and stated that he was the Chancellor's designee to oversee this task force. The Task Force members introduced themselves.
2.	Review of Charge	I	Dr. Durán distributed a draft of the charge. Dr. Durán briefly discussed the following items:

- Consultation Council worked with the Chancellor and they sent the work to DCAP which is a subgroup of Consultation Council; charge was given to DCAP on how we would implement the new laws across the District; we are to make recommendations on how best to implement the new laws and forward our recommendations to DCAP and ultimately the chancellor.

- The BOT also approved the creation of the SB14565 ITF.

- You will find there are pieces of the implementation that the State is unsure of what to do with so there may be questions we cannot answer without further direction from the State

- Dr. Durán briefly reviewed the charge and

membership; we will meet twice per month until the end of the semester

3. SB1456 Overview	I	Dr. Endrijonas distributed the Student Success and Support Program – Nuts and Bolts" PP presentation and gave a brief overview of the following items:

- Origins and Purpose of the Student Success and Support Program

- Overview of Title 5 Regulations

- Reporting Requirements

- MIS Data Elements

- Funding Formula and Allocations

I, D Dr. Endrijonas also briefly discussed the following items related to the SSA 2012 (SB 1456) as a result of the State-wide Student Success Task Force:

- One of the principles when creating the SSA was that they would not worry about implementation or funding

- Governor has put $100 million in the State budget for student support and student equity; we will be allowed to carry over funds only from the first year; the State will be providing guidelines for the carryover soon

- Colleges must participate in the scorecard in order to access the student support funds

- Centralized assessment – there was a Statewide RFA released and awarded to Butte which will be up and going by the end of 2015; when it is available, colleges will have to utilize it to have access to student success funding; the program will be provided by the Chancellor's Office so there should be no fee attached;

D. Fuhrmann stated that the State will have an assessment for English, Math, ESL, etc. There will be training on the campuses. He reiterated that utilization of the assessment tool will be mandatory if you want your campus to have access to State student success funds.

E. Endrijonas discussion continued:

- All student services organizations who have anything to do with assessment will have representation on the Statewide organization in charge of implementing the Statewide assessment criteria and software

- This is our planning year but beginning July 1 we have to begin colleting the data that will drive our funding for 2015-16

- Matriculation is now referred to as "Student Support and Success" – going from eight components to three core services; students are now required to have these services; there is a clear link to student equity planning; funding will be based on enrollment and services provided to students; Title 5 workgroup – looked at requirements that needed to be revised, some changes included scope and intent of SSSP (orientation – to include a description of the facilities and grounds, assessment for placement, core services – counseling, advising and other core services, student follow-up – colleges are providing services and resources for at-risk students – *basic skills courses, clear educational goals, etc.)*

- Reporting requirements – submitted every three to five years; huge push at state to make it a five year plan

- SSSP Plan – divided into five sections: cover and signature page, SSSP *services (orientation, assessment, counseling/advising/other education planning services, follow-up for at-risk students)*; policies and professional development; program budget; and attachments – MIS data collection, student success data file

- New Credit Funding Formula – 40% of a college's base funding is unduplicated headcount; the rest is made up of data for services provided to students; big issue is college match (currently we have to do a 3-1 match); phasing in of new allocations (next year ours will be what it is now); 2015-16 we are

guaranteed 80% of our current allocation;

- there is a lot of controversy in the State about when they will collect the data; multi-college district students who get services from more than one college within the district will be counted at both colleges

- State has still not talked very much about non-credit funding

- Allowable expenditures for college match – orientation *(don't use student success funds to pay the instructor for these classes – considered double-dipping but you can backfill the adjunct)*; assessment for placement; student education planning, counseling and advising, follow-up services, institutional research and technology directly related to provision of core services; and admissions and records

	I, D	Dr. Durán stated that all of this is important and relevant for accreditation as accreditation standards require us to show how we are linking planning to budgeting.
		E. Endrijonas distributed a copy of the Draft Student Equity Plan Template for the ITF members to review at their convenience.
		Dr. Durán stated one of his concerns is that currently we all utilize different assessment systems. He is concerned our campuses do not all utilize the same system – how will we approach our reporting?
		D. Fuhrmann stated that South Orange County developed its own system (My Academic Path). He said that the State system will be free. There is a concern as to whether the State will maintain funding of the system once everyone converts.
4. Task Force Implementation Framework	I	Dr. Durán distributed a copy of the SB 1456 Implementation Matrix. The Task Force members briefly discussed the following items: this is intended to be a work plan for us; we will take each section SS01, SS02, etc. and map what we will do on each campus to address each area (i.e., what activities do we have to do, who is responsible, timeframe and accreditation evidence; the document is meant to be shared District-wide so everyone is on the same page in our

implementation of SB 1456; the next time they meet they will begin with to populate our matrix (they will take discuss things in order of priority and not necessarily in numeric order); and the ITF members need to begin to dialog on things where we need commonality, etc..

Dr. Durán reminded the ITF members that they are all here to represent their respective campus – to get input from your constituents. He stated that this task force is the only group that is sanctioned to make recommendations on implementation of SB 1456.

L. Hopper suggested it is important to have some concept of how we are doing it now as some things will not require change.

Dr. Durán stated that at the next meeting the ITF members should be prepared to discuss their current processes and any suggested changes, revisions and/or additions to the processes needed to address implementation. For example, we may need to do orientation this Spring to be ready for the Fall. We can begin to make those determinations and note them as "priorities" in the "NOTES" section of the matrix.

AN | **Karla will forward it to the task force members the electronic version of the SB 1456 Implementation Matrix**

AT | **Dr. Durán added two new members to the SB 1456 ITF – Michael Rose and John Cooney.**

Student Success Data File | E. Endrijonas briefly discussed the following items: we need to discuss this and agree on what we will do as a service so that consistent IT tracking is doable; she gave an overview of student success elements – how MIS codes are different from what they were; SS01 Student Educational Goal – starts in one place when they apply, then moves once they have received the services, A-O are all goals that will apply; SS02 Student Course of Study – have to identify the student course of study within a reasonable time; SS03 Student Initial Orientation Exempt Status – initial orientation services or exempt, have to direct students to orientation (not dependent on whether they did the orientation); SS04 Student Initial Assessment Exempt Status – initial assessment services; SS05 Student Education Plan Exempt Status – students were directed to education plan services or are they exempt;

SS06 Student Initial Orientation Services – did student receive initial orientation services; SS07 Student Initial Assessment Services Placement – did student received assessment for initial course placement ; SS08 Student Counseling/Advisement Services – this is for general counseling services (does not included Education Plan counseling, nor can it be an exchange of emails); SS09 Student Education Plan – difference between an abbreviated plan and a comprehensive plan, do not want a student to have more than one educational plan (do they have EOPS or DSPS Ed plan), ed plans need to be in electronic format; SS10 Student Academic Progress Probation Services– any intervention services, student success workshops, etc.; SS11 – Student Success Other Services – services provided through tutoring, financial aid, etc. (if it is a new comprehensive ed plan needs to be counted under SS09 also).

E. Endrijonas explained that SS01-SS05 are currently not tied to funding.

D. Fuhrmann stated that hopefully, as a District, we will move toward using a common framework to make capturing the data easier from an IT (District-wide) stand point.

AN   **Susan Bricker will forward the revised CCC Student Success and Support Program Nuts and Bolts PP presentation to Erika.**

6.   Future Meetings   I   Dr. Durán distributed the calendar of future SB 1456 ITF meetings. The Task Force members briefly discussed the following items:

The meeting dates are as follows:

- February 7
- February 21 *tentative*
- February 28 *tentative*
- March 21
- April 11
- April 25
- May 9

I   Dr. Durán requested a co-chair for the group

AT   **E. Endrijonas was nominated and accepted.**

Dr. Durán stated that for the remainder of our meetings we will meet in the OC Student Services Large Conference Room.

7. Adjournment   I   The meeting adjourned at 3:56 PM.