

Saddleback College
Interim Strategic Plan 06 / 07

STUDENT SUCCESS

May 9, 2006
3:30 – 5:00 pm
AGB Conference Room

AGENDA

- I. Introduction: Members and Other Participants (3:30 – 3:40)
- II. Review of Interim Strategic Plan (3:40 – 3:45)
- III. Quick Review of Strategic Planning Process (3:45 – 3:50)
- IV. Goal for Today's Meeting (3:50 – 4:00)
Overview by Lise Telson
“To Increase Student Retention and Persistence” (Interim Strategic Plan IV.3)
 - A. Determine 3 top priorities using work completed by the Persistence, Retention and Matriculation Committee.
 - B. Review and utilize relevant goals completed by the Equity Committee if applicable.
 - C. Determine if we need to meet May 16th to finalize.
- V. Review Persistence, Retention, Matriculation Committee Priorities
Overview by Jo Ann Alford
Determine what may be applied to 06 / 07 Student Success Goal -
“To Increase Student Retention and Persistence”
(Attachment)
- VI. Review Equity Relevant Goals (per Interim Strategic Plan IV.3)
(Attachment)
- VII. Other Related Goals

Saddleback College
Student Success Group
May 9, 2006 – AGB Conference Room
3:30

NOTES

The Mission of Student Success is to encourage, document & support the persistence & retention of students thru the following components: Application, Assessment, Orientation, Educational planning, Enrollment, Counseling and Support Services, Career and Transfer assistance, Financial Assistance, Health Services, Insurance of Access and Equity and Academic assistance.

Process for Developing an interim Strategic Plan,
Appendix A: Strategic Planning Group – Student Success

- VPSS (Chair)
- 2 Deans (preferably one of which is from Student Services)
- At least 2 Academic Senate Representatives (preferably one of which is from Student Services and one of which is from instruction, perhaps the Chair of Cross-Cultural Studies)
- 2 Classified Senate/CSEA Representatives
- 1 or 2 Students
- Matriculation Coordinator (faculty)
- LAP Director

Student Success will be an umbrella group, if needed subcommittees may be established. The strategic process for the development of a plan for 2007 – 2010 may include inviting people in to participate in future meetings for the benefit of their expertise/knowledge in specific areas, such as, Information Technology, Marketing etc.

Review of Interim Strategic Plan - focusing on 4 strategic directions:

1. To develop strategies for increasing enrollment
2. To have safe, clean, and well-maintained facilities.
3. To increase student retention and persistence
4. To create a culture of institutional effectiveness based on assessment of outcomes.

Goal: “To Increase Student Retention and Persistence”

(Interim Strategic Plan IV.3)

Develop strategies for increasing enrollment

1. Communicate more effectively to all college groups (faculty, students, and staff) enrollment dates for the upcoming semester/sessions.
2. Support MAP. (Distance Education is doubling every year.) Prioritize implementation of On-line program for enrollment assessment, with a requisite person assigned to support the on-line program.
3. Email to faculty: Inform students in the classroom that registration for upcoming classes will be starting and that the schedule is on line before it is in print.
4. Utilize automated phone and email reminder to students.
5. Students may not check SC email regularly. As part of the application process on-line and on My Site, ask students to enter their personal email address. Use the assigned email addresses in addition to SC email address for communication.
6. Continue increased exposure/ publicity via electronic marquis, flyers posted campus wide promoting upcoming registration.

Increase student retention and persistence.

1. Increase the number of the students enrolling in the courses/sequence recommended through matriculation or their program adviser, i.e., nursing.
2. On-line registration – “pop-up: Have you registered” “Have you met the prerequisite?” “Do you need help? If so email back to _____.”
3. Develop a plan and budget for a feasibility study to identify if there is a correlation between low score matriculation students and low retention rates.

The Study Group would be 25 students that scored in the lower percentile on the Math and English Matriculation test. (Discuss a larger group so that if students drop out study is still valid.)

The factors of the study could be:

- Students would be allowed priority registration if students in the study group take courses based on matriculation scoring, courses are taken in the proper sequence and the student utilizes and educational plan developed with a counselor based on the realities of their life.
- Assess and improve linkage to support services.
- Students who have a C (average) would get a phone message that free tutoring is available.

- For some students with lowest scores, advantages of completing Basic English first before taking math.
- Encourage more tutoring support for students with special needs.

Institutionalize standards; appropriate student classroom behavior and a safe environment conducive to learning.

1. Academic senate recommended language for faculty to incorporate in orientation. Every instructor, in first class:
 - Review with students the Student Code of Conduct.
 - Instructor's authority to remove student for violation of code.
 - How to be successful in the classroom.
 - Academic and behavioral expectations.
2. Crisis intervention team will be doing an in-service in the fall on how to handle certain student behavior.
3. VPSS will be doing an in-service on how to handle student discipline and the use of the Student code of Conduct including plagiarism.
4. First two days of each semester:
 - Quad activity
 - Display/introduce organizations & services.
 - Open House
5. Welcome Day for new students, emphasize standards of behavior and continuing practice of touring students through all support areas; labs, writing center, health center, LAP.
6. Orientation for every student to go over standards of behavior, including faculty. Introduce to every service.
7. Designate a select discipline to include a scavenger hunt like activity in first week of each semester. Example: Students collect information or items from designated departments/ services such as: library, Writing Lab, Fitness Center etc.

Action: Make copy of research that shows demographics on registration, matriculation. – Lise Telson

Next Meeting:

TUESDAY, MAY 16TH, 3:30 – 5:00 PM in AGB Conference Room.

Student Success Group

Chair

Lise Telson

Vice President for Student Services

Members

Brenda Frame

Classified Leadership

Carmen Dominguez

Academic Senate

Carolyn Kuykendall

Academic Senate

Connie McClain

Classified

Don Mineo

Classified

Enrique Martinez

Student

Eric Hammond

Student

Jo Ann Alford

Matriculation Coordinator

Paula Jacobs

Learning Disabilities Specialist

Linda Gleason

Academic Senate

Mary Williams

Classified

Patti Weekes

LAP Director

Tony Lipold

Dean / Athletic Director

Yvonne Powell

Assistant Dean