

## NOTES

The Mission of the Student Success Planning Group is to encourage, document and support the persistence and retention of Saddleback College Students.

*Meeting conducted by:* Lise Telson

*Members present:* Tony Lipold, Carolyn Kuykendall, Patti Weekes, Connie McClain

### **I. Review Notes**

November 9 Notes were reviewed. Minor corrections regarding ESL and Basic Skills Completion.

### **II. Continue Assessment of 07/08 & 2008-2010 Goals**

The Group reviewed the Equity Goals as outlined in the SSPG Notes of October 26th. A discussion ensued regarding the key elements that challenge student success.

➤ Progression of students through the math and English courses is crucial. Studies show a point where students are failing usually has to do with inadequate Math or English skills.

➤ The first crucial step is appropriate placement. A comparison of placement test results with course enrollment and successful completion and progression could provide useful data in analyzing factors contributing to low success rate.

➤ Students choose which MDPT test they want to take and if they fail they must wait six months to repeat the same test. They may take a lower level test.

➤ IVC and Saddleback College faculty are working together to fine tune the assessment process. In the spring both campuses may use the same placement test for English.

Students that have no connection to special programs often demonstrate the biggest drop out rate. When students feel connected they come to class. Students who get involved in a cohort of an organization or extra-curricular activity have about a 80% - 90% retention rate.

The Group discussed the goal of increased communication with students. The future registration process will include notification that communication will be via email and that it will be the student's responsibility to check email. Directed mailings will be common place.

Regarding the My Academic Plan "MAP" program, early feedback from students is very good. No workshop is planned for instruction on the MAP program. It is an intuitive program, but assistance is available from Jim Gaston if needed.

Saddleback College  
**STUDENT SUCCESS PLANNING GROUP**  
November 30, 2006 · Student Services Center Room 166 · 2:30 – 4:00 pm

Promotional materials from one community college include course information on one side and all of the extracurricular activities available are listed on the back. This dual purpose brochure effectively communicates what the college has to offer.

**III. What Works in Student Retention**

Handout for inclusion in reference section of binder.

**IV. Enrollment Management Goals**

Handout for inclusion in reference section of binder.

**V. Student Satisfaction Survey**

Survey samples will be sent out next week.

Every department will be asked to submit four questions for use in the survey; two specific to their area and two general questions about Saddleback College.

Participants at the survey workshop scheduled for December 13<sup>th</sup> will be guided through the question writing process. Instructors will be notified of the study and that their classes have been selected for inclusion through the Academic Senate. Their enthusiastic support will be solicited. Deans should be asked to mention the survey at their in-service; and that it is scheduled sometime in March. Letters will go out in the spring. Two questions to be addressed are:

1. Will instructors have an opportunity to decline prior to the survey?
2. Will a student complete more than one survey?

The Group agreed to cancel the meeting scheduled for December 14<sup>th</sup> and to assess the goals again early in the spring semester.

**ACTION ITEM:** Presentation by JoAnn Alford on the November conference she attended.

Discussion items for January:

How to increase student enrollment by 667.

Information from Jerilyn Chuman on Basic Skills classes, need for OSH.

Research.