



Peralta Community College District
Student Success & Support Program Working Group
Minutes
February 18th, 2015
GS Conference Room 1

Meeting convened at 3:04 pm.

Attendees: Adela Esquivel- Swinson, Amy H. Lee, Allene Young, Ann Mcmurdo, Blanca Montes de Oca, Edwin Towle Gail Pendleton, Joseph Bielanski, Karen Croley, Lasana Hotep, Nathan Pellegrin.

Review prior meeting minutes

No changes to the meeting minutes.

SSSP Annual Report

The SSSP Annual Report is emailed District wide and posted in the SSSP website. The group took a moment to review the report and made some revisions/suggestions.

The new Open CCCApply went live on the beginning of February. There was a discussion about the advantages of the new application:

- It is easier for students to retrieve their user ID and password
- New appearance and features that makes it easier to navigate through the page

It was asked if students with a degree or certificate are now being exempted. No complains have been reported so far, but currently the application is functioning the same way as the old application. The issues experienced with the old application might be addressed until the second phase of the OpenCCCApply.

Discussion about the online orientation. Cynosure has not provided any updates. Laney is the only College that has been using the online orientation. Once all colleges have the online orientation available the process on how to offer the online orientation can be revisited. Currently, each college has different ways of providing the orientation; therefore, it will be beneficial to have a standard process for all four colleges.

Nathan clarified that only when students go to the COUN class they get the MIS credit.

Item #4, second paragraph, will be updated- Students do not have the ability to make online appointments for the Assessment testing.

Discussion about COMPASS 5.0- It was questioned if Peralta will be using COMPASS 5.0 to administer assessments. There are various advantages on having something web based such as COMPASS 5.0; assessments can be administrated on different High Schools. This will make the process easier and will improve the relationship between Peralta and the feeder High Schools.

Update on program to address students in progress probation

The group reviewed the probation power point, the quiz, and the memo addressing some of the issues and questions. The group questioned what would be the process after the student completes the power point and the quiz. It would be ideal to have an automated process, but the quiz would not be connected to PeopleSoft; therefore, a process to clear the probation holds needs to be developed.

Students on first time probation will be required to complete the orientation and the quiz. Counseling clerical staff can manually clear the probation hold.

Students on second time probation then they can be required to visit the academic counselor in addition to the orientation and quiz.

It was mentioned that Cynosure also has a probation quiz and a video orientation; they would just need to have the script. Having a video orientation will make the process more interactive. Mesa College has a video probation orientation; Amy will send the link to the group so they can take a look at their process.

Ally will communicate with the BCC multimedia departments to ask them if they could assist on creating the probation orientation video. All four colleges could collaborate with the funds to pay for the video and it can be used District Wide.

Ann, Allene, Leslie and Adela will continue working on this project.

Second phase of Academic Advising

There is a designated counselor from each campus that will communicate to Karen any experienced issues with Academic Advising.

BCC- Gabriel Martinez

Merritt- Steve Pantell

COA- To be determined

Laney- Lilian Chow

The training sessions have been postponed until all issues with academic advising are resolved. However, the designated counselors have selected a group of counselors to pilot the online SEP and to communicate any issues or concerns. At the CFT meeting on February 18th, it was decided to create a spreadsheet listing at the encountered issues with the Academic Advising. The list will be saved in the W-drive; labeled "Academic Advising". Karen will be checking the list and will annotate the ongoing status of each issue. There has also been discussion about hiring a consultant that could assist on addressing functional issues with PeopleSoft.

e-Transcripts and Early Alert – not discussed in this meeting.

Other

Priority enrollment. The lists of students who successfully complete the COUN classes were sent to Joyce so they can have priority enrollment. It needs to be clarified if counselors will continue to send the list to A&R staff or if there will be a new process.

Priority enrollment dates-the dates need to be available ASAP. Joyce has transferred to another department, but an interim A&R has been hired. Peralta has a complex and confusing process to determine the priority enrollment dates for the different groups. Adela suggested having a few members from the SSSP working group to work with the interim A&R analyst in developing the priority registration dates. A representative from each college was selected to work on this project:

COA- Amy H. Lee

Laney- Ann Mcmurdo

BCC- Allene Young

Merritt- TBD (Steve or Lesley)

There was also a discussion about priority enrollment for students who received the SSSP services. Title 5 priority enrollment should come before continuing students priority enrollment. At Laney College, students are promised priority enrollment regardless the units that they have completed. Adela will forward this question to the regional SSSP group. There will be a SSSP Regional meeting on April 6th from 10:00 am to 1:00 pm. at the District Board Room.

It was asked if students who have not apply for admissions can receive SSSP services. It was clarified that to sign up for an assessment they need to apply for admissions first since they are asked for their Student ID number. However, students have received counseling services even if they have not applied for admissions; they can schedule an appointment with their SS#.

Adjournment

Next meeting will be March 4, 2015.

Meeting adjourned at 4:32 pm.