

**FOOTHILL COLLEGE**  
**Student Success Collaborative**  
**Wednesday, April 27, 2016**  
**MEETING MINUTES**

**PURPOSE:** Student Success Collaborative (BSW + SEW + SSSP)  
**LOCATION:** Administration Building / Room 1901 / President's Conference Room  
**TIME:** 10:00 AM – 11:30 AM

ITEM	TOPICS	LEADERS
1.	Staffing & Hiring Updates	Messina / LaManque / Balducci / Truong
2.	Staffing of New Programs & Defining Learning Communities	All

**PRESENT:** Laureen Balducci, Kimberlee Messina, Amanda Kolstad, Justin Schultz, Karen Smith, Adrienne Hypolite, Kelaiah harris, Andrew LaManque, Paul Starer, Liz Leiserson, Angel Tzeng, Kurt Hueg, Carolyn Holcroft, Roberto Sias, Lan Truong, Elaine Kuo

**(1) STAFFING & HIRING UPDATES**

Andrew LaManque noted that the hiring committee will be going out again to find a Director of Equity Programs. The final candidate selected as part of the first search did not accept the position. He also introduced the following equity-funded new employees:

- Angel Tzeng: *Instructional Services Coordinator – Equity*. Angel will be coordinating and conducting the research related to the College's equity programs and initiatives. She has begun the process of cataloging the various planned and existing initiatives on campus.
- Kelaiah Harris: *Administrative Assistant – Equity*. Kelaiah will eventually support the Director of Equity Programs as well as the various equity-related professional development opportunities and the upcoming mentoring program.

The Faculty Re-Assign Time (for equity-related faculty professional development) is still in process; Hilda Fernandez is currently serving in a modified-version of the position this spring to work on the Faculty Teaching and Learning Academy (FTLA). Gillian Schultz will continue in the role of New Faculty Orientation Coordinator.

Laureen Balducci noted that Student Services hopes to go out for a third Assessment Specialist soon. She also noted that there has been discussion regarding looking to get someone to funnel all the technology that is brought in for SSSP; they would work out of Student Services but collaborate with ETS.

Lan Truong added that the Early Alert Counselor and Part-Time Counselor have both recently been hired.

**(2) STUDENT SUCCESS & RETENTION TEAM UPDATES & INITIATIVES**

As the Student Success and Retention Team continues to come together, there is a need to assess what student needs exist and determine how to best address them. The College must look at what types of services and/or interventions are available and what support systems are in common between them. The focus should be to determine how to better use the Student Success & Retention Team to support these services.

It was emphasized that, in many cases, many of the programs on campus (Puente, FYE, Umoja) are doing the same thing and/or going after the same student population; this can be confusing because of the overlap in both services and courses/pathways. It was also noted that counseling is not always consulted as part of the planning for these student-oriented programs. While Puente has a dedicated counselor (due to contractual obligations with the UCs), ongoing reassign time and dedicated counseling for all learning communities cannot be afforded should the funding go away (e.g. Equity / SSSP). The exact role and/or expectations of a counselor in a learning community was also noted as a topic worth additional discussion.

Currently, Foothill has a lot of smaller, high-cost boutique programs, but to push the needle, we need larger scale programs. The variety of smaller-scale programs has led to a divide with regard to what metrics we use to determine success in a program as well as the success of a program. There needs to be some consensus around an overall measure of success for such learning communities. One option is to gather faculty, staff and administrators and hold an Equity Summit. The focus can be to determine how to meet in the middle and better inform faculty and staff of the need for collective development and collaboration – dedicated individuals to each and every program is not affordable or sustainable. The definition of a learning community (and various other terminology) will also need to be discussed. It was determined that Outreach should be involved in Student Success Collaborative discussions, along with the eventual Student Equity Summit.

Kimberlee also met with Christine Johnson in Financial Aid regarding foster youth and a possible Rise Coach support system. It was noted that when Rise Coaches are available, the number of identified foster youth increase. It was suggested that Christine be included in future Student Success Collaborative meetings. Laureen Balducci noted that she would discuss additional logistics with Kevin Harral regarding foster youth programs.