

Student Success Leadership Team Meeting
Wednesday, January 17, 2018 - 9:30-11:00
Snowmass Room

Present:

Lisa Fowler, Seidel Moses, Linda Yazdani, Jean Kelly, Linda Crook, Dean Rathe, Cynthia Shields, Gina Jimenez, Tena Harris, Glenn Holly, Jen Macken, Mundy Burciaga, Steven Zeeh, Kirk Fallon, Mary Adrian

Absent: Kim Rein

Guest: Allison Dumas - Director of Grant Development

Welcome Steve Zeeh. We are glad that he is here. Brings a wealth of experience. Steve spoke a little about his background. Coming from CCA from accessibility, but has worked in various higher education areas. He is happy to be here and looking forward to collaborating with everyone.

Grants: Allison Dumas here to talk to our division about Grants Operations

New to Colorado just moved from Washington D.C. Allison was working at Catholic Charities and is used to doing large scale projects. Her job is essentially to translate our ideas into winning grant proposals.

There are several areas of the grant process she supports:

- Prospect research - trying to learn the community, foundations, and funders.
- Walkthrough any requirements and any issues
- If you have a grant idea, or know of a grant funder, then please meet with Allison.
- Once funder and idea are matched up, Allison works with us to write the grant.
- Allison also supports the post award making sure that we stay in compliance.
- Grants aren't the only funding mechanism. Sometimes individual donors can work to support a program.

Current irons in the fire:

- Proposal Federal Office of violence against women. Helping staff to deal with helping to stop domestic violence
- Proposal to expand Veterans Counseling Services
- Proposal to help homeless students

Two Ways to work together on a proposal:

- Allison will have a grant website, with tools for finding grants
- Bring Allison an RFP, and then work together

Lisa Updates:

REMINDER: Monthly reports are due on the 10th of the month and will be reflected in reviews

RRCC Cares Campaign: Administrators will split up and visit all classes in the first couple weeks and hand out "Care" cards with 4 key contacts within the college for students to reach out if

they have any questions or concerns. Administrators will also have Mini Student Resource guides available to hand out with our available Student Services. We will evaluate success of this initiative.

- Enrollment at the time of this meeting was down 2.8%
- Lots of work is being done. Less classes are being cancelled overall
- Aiming to use more available seats, combining classes
- Enrollment numbers show lots of movement, lots of adding and dropping of classes in first 2 days, many reasons:
 - A. Didn't like instructor
 - B. Syllabus looked like too much work
 - C. Maybe signed up for 15 credits, then pick and choose which to keep
 - D. Work schedules changes
 - E. Switch into or out of online class

Pathways will help students be more deliberate in the classes they choose
Financial Aid requiring classes to be in program will help

- Some other Metro colleges are not down
- CCA does not drop for non-payment and for late payment
- CCA is using focus groups to see why students have left
- CCA is a pilot school for Pathways
 - More intentional student life programming
 - uses term (ELL) English Language Learners, not (ESL) English as Second Language
 - Cohort model

Accuplacer is switching over to a next generation rollout in a year

- CCCS looking at multiple measures to use in place of the Accuplacer
- CCCS work team includes Paige Cudworth and Nicole Lacroix from RRCC
- New cut scores being developed by 6 faculty
- Will be the same cut scores and measures across the system
- Our faculty are not big fans of waivers for pre-reqs, so we do not promote
- Many schools use Accuplacer as a last resort

Early College partnership with Warren Tech in development

- Have had a second meeting
- 11th and 12th grade would take their gen ed classes with us
- Could graduate with HS diploma and Associate degree at the same time
- AIMS has had a successful Early College program
- Next the WT principal will go to Jeffco to seek support
- Would be in a cohort from 9th grade
- More info as meetings continue

Searches

- Financial Aid Search-first round interviews this Thursday and Friday
- Final presentations/open sessions and second level interviews will be complete on Friday, Feb 9th for the 2 top candidates

- Jen Edwards position-getting search committee together
- FYE position was posted. Position has closed, a committee is formed and reviewing resumes to determine who to interview. 18 applicants.
- Advising position-has been posted. Might have closed.
- Admissions Navigator-Rolling along. Closed on the 5th. We had 44 applicants
- Kathy Schissler Retiring Jan 31, but will return for 3 days a week come March
- Kathy;s party Jan 29th in the Snowmass room 2-4
- Linda Crook retiring Jan 31, will come back come March, for some special projects and accreditation reporting
- Linda Crook retirement party Jan 30th in the Snowmass room 1-3

4 people have been identified as the point people for the SS goals and are meeting with Lisa on progress

Goal 1 Cynthia Shields

Goal 2 Mundy Burciaga

Goal 3 Dean Rathe

Goal 4 Tena Harris

There is a goals document created by Instructional services that we will model ours after for consistency across campus.

Armando Burciago – TRiO

Mundy will be gone from Feb. 14 to March 1 for international practicum in Australia

Trio SSS thank you everyone that attended the TRiO Work Study job fair. 40 students attended on Friday and a few more on Saturday. This was a great start. Will do again in August.

As usual, always taking Applications - Refer students that you think qualify

Annual Performance report in February

TRiO Activities coming up:

- Jan 31 Scholarship workshop for students
- Feb 8 Financial Aid workshop
- Grade Checks occurring again
- Grade checks with instructors sent out to Math & English instructors
- Good interest taking students over Spring Break to western slope for transfer colleges
 - Colorado Mesa & Fort Lewis
 - visit Mesa Verde
 - Those College TRiO programs are helping with lunch or dinner arrangements

Outside vendor ran the day for the semester kick-off event “Paradigm Shift”

- Focused on financial literacy
- Students created their own personal budgets

Jen Macken – Inclusion and Diversity

February is Black History month: Focusing on Black and African American students because their retention is alarming

- MLK scavenger hunt the first week of classes
- Feb 14(Lakewood) & 15(Arvada) Showing “I am not your Negro”
- Feb 20 Slam poetry event
- Feb. 26 Malcom X performance
- Intercultural Competency Training updates soon/Level 4 being introduced
- Emma’s grant runs out in September and is working on a sustainability reports and a wellness plan
- Stop by and welcome Aimee Claire Van Rooyen, Veteran Advisor & School Certifying Official in the Veteran Center at the East end near Outreach.

Glenn Holly - FYE & Career Services

From June to December Career Services & Internships experienced a 10% growth

- Continuing to see lots of students unsure about career choice
- Internships are growing: last year 110 internships, 75% paid
- Departments can develop Work Study paid positions as Internships
- Internships are to be a mentoring relationship
- Going to approach instructional design team to standardize language and processes for students to get an internship

FYE Coordinator: Rewrote job description and reposted

- Met with the Deans about making FYE more collaborative
- We have a good foundation now

o Classroom Presentations have a piecemeal interest now, but we are meeting very intentionally with Instruction to see how we can imbed more career information into curriculum for fall.

Tena Harris – Outreach

- Good feedback on the survey from the first Senior Preview Day on January 4th
- Lincoln High School coming on April 19th for a visit and Orientation
- Also plans in the works for Jefferson High School
- They didn’t like coming in the summer
- New program to engage students: Workshops being presented every Thursday at Green Mountain High School, PTK will get involved. Topics include: Scholarships, Concurrent Enrollment, etc.
- Students sign up ahead of time if they plan to attend
- Excel Academy - a Charter School for DPS, ESL classes, student come from everywhere.

Cynthia Shields - Advising, Transfer & Tutoring

- Suspension students were called this year, to remind them of appeal deadlines. We got a lot of good response and added 209 credit hours
- Kelly Jo wants to know when her Theater students are in trouble/on suspension
- CTE wants to know when their students are in trouble/ send students to them

- PLA- Meeting during work week
 - Website in progress
 - Trying to engage more students who would qualify for PLA
 - one suspension student had Law Enforcement background, who was encouraged to possibly get credit
- Weekend registration available this past Saturday, January 13th before semester starts
 - 33 students came through

Gina Jimenez - Arvada

- Arvada starting strong
- Been Busy
- New semester Student Welcome Day on Tuesday, Jan 23rd from 11-1
- Supported Saturday, Jan 13th Registration

Dean Rathe – Enrollment Services

- Working to get PLA buy-in from faculty · Kelly Circle has assured support
- Shavon in the Call Center made the calls to suspension students
- Dropped pre-registered classes on the 12th not the 5th, to allow them time to come in and go through the appeal process
- We are going to do suspension students differently going forward:
 - When we get the list of suspended students we will immediately call those students to have more time to help them
- Registration by permission: Started January 16th, 100 the first day, Arvada helping
- Calling campaigns:
 - new people applied in the last 2 weeks
 - Called people with holds
 - Not registered for spring, but attended in fall (2,200)
 - Orientation hold was lifted for 500 people but those holds will go back on Feb 1st

Linda Crook – Financial Aid

- Feb. 5th is the first spring disbursement
- Still doing bookstore charges and emergency loans until census date, Jan 31
- We have CTE grant - only \$308 left
- 2018-2019 FAFSA applicants coming in, No Pell grant figures yet and hope to award shortly
- 17-18 Fin Aid awards, we are in pretty good shape
- Work Study \$\$s are still available
- For next year we have gotten our allocation notice, for both SEOG & Work Study, we got about \$10,000 less

Linda Yazdani – International Students

- Found out that some of our pipelines had been blocked through application process
- On Saturday, January 13th enrolled 4 students, and one more on Monday and got them into courses

- Going forward Linda is emailing and contacting students every day that may be international
- Going out with Tena Harris to recruit for ESL classes
- Offering evening courses for families at a reasonable cost
- Jen Macken and Linda will be doing open forums on different topics from 12-1
 - Jan 24th ?
 - Feb. 26th? US/Mexico relations?
 - April 4th on Me Too movement
 - April 18th on Civic Engagement
- Linda will be tracking students closer, as many International don't know what it takes to be good students - for better retention
- Annual review for NAFSA got 5 out of 5, for Outreach and Advocacy

Jean Kelly– Accessibility Services

- Hired a new Accessibility Professional who will start Feb 19th.

Steve Zeeh – Campus Life

- Will be meeting with everyone to explore collaboration opportunities
- Question about our Early Alert process, it was revamped at CCA, focusing on holistic approach
- Never too early to work on Commencement
- Taking back PTK
- Working on making more of a presence on Arvada Campus

Kirk Fallon – Student Rec Center

- Rec Center would be back-up location if bad weather for Commencement: 48 hour determination with a ticketing system due to limited seating
 - Continuing to move forward with new student leadership positions: Student Trainers and Outdoor Trip Leaders
 - Soft launch of Rec Software and loaded all students into system
 - Moving forward more stringent on having ID's when entering, only available at Student Life desk for now
 - All fitness and wellness programs happening this week and next week
- Fun Valentine's Day Programming happening "Love Thyself" theme, healthy weight and fun activities

Brief discussion regarding getting Graduate Assistants - pipeline
Does the graduate program pay them?

Meeting adjourned.

Next meeting: February 7th