

PORTERVILLE COLLEGE
SUCCESS & EQUITY SUB-COMMITTEE
(of College Council)

The general charge of the Success and Equity Sub-Committee is to coordinate and communicate college-wide planning for identifying and implementing student success strategies across the campus. The focus of this committee is to identify specific plans to strategically address the five (5) California Community Colleges Keys to Success; Priority Enrollment and Academic Standards; Redesigned Student support Services, Transparency and Accountability; Streamlined transfer and improving Basic Skills instruction. This committee will identify task forces as needed to concentrate on specific data and identify best practices to implement.

FUNCTION

1. Focus on the California Community Colleges Keys to Success & Equity topics and goals.
2. Review the state Student Success Scorecard measures for Porterville College.
3. Identify, review and analyze existing college research data.
4. Identify missing or needed data to be completed by the Office of Research.
5. Develop, monitor, review and recommend campus-wide research specifically related to the 5 keys to success: Priority Enrollment and Academic Standards; Redesigned Student support Services; Transparency and Accountability, Streamlined transfer and improving Basic Skills Instruction.
6. Analyze the scope and effectiveness of Porterville College's Basic Skill Programs.
7. Review the impact of High School Career Pathways and the transition from high school to college.
8. Review and analyze the Career and Technical Education Programs at Porterville College.
9. Identify educational and/or student service courses or activities that make it difficult for students to transition into Porterville College.
10. Establish priority goals for each identified key to success. Review existing student services in the academic and student services area.
11. Review existing Porterville College student services in the academic and student services area.
12. Analyze measures to increase Student Success & Equity and determine what is being successful and determine why it is working.
13. Review and Identify possible best-practice strategies to forward specific coordinated recommendations to the College Council.

OBJECTIVE

1. Identify the various campus-wide academic and student services in order to streamline and coordinate efforts, staff and resources to better serve our students in a focus and purposeful manner.
2. Review all new proposals that include academic and student services programs, staff and/or resources will be reviewed by this committee.
3. Develop and implement specific courses, technological resources, events and/or activities to assist students to complete their educational goal in a timely manner.
4. Provide well-researched, coordinated, and streamlined proposals to the Budget Committee, Strategic Planning and College Council.
5. Review and analyze the feasibility of Data Team recommendations.
6. Provide timely feedback to Data Team regarding recommendations made to CC.

SPECIFIC TASKS

1. Annually review, analyze and evaluate each measure listed in the State Chancellor's Office Student Success Scorecard for Porterville College.
2. Analyze the results of the Student Success and Equity Measures.
3. Identify and evaluate the success of Academic Affairs and all Student Services.
4. Identify needed in the areas of research and data to be collected.

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QUORUM

1. All agenda items must come to the chair of the committee and co-chair
2. All agenda items, **on which action is taken are forwarded to the College Council.**
~~Emergency items of such a nature that lack of immediate action will result in a negative impact on the ability of the college to fulfill its mission. Emergency items shall be provided to all members of the committee at least 48 hours in advance of the committee meeting at which action is to be taken along with the rationale of the emergency nature. It may then be added to the committee agenda as a discussion and action item.~~
3. The deadline for submitting agenda items is one week prior to the scheduled meeting.
4. If a decision needs to be made regularly scheduled meeting, the majority vote will be the final recommendation to the College Council meeting. If an unscheduled special meeting is called, a minimum of 50% plus 1 committee members must be present.
5. ~~A secret ballot will be used at the request of any voting member.~~

MEETINGS

- Meetings are to be held **once a month**. Regular and special meetings shall be called or canceled by at least one of the co-chairs. The co-chairs should include one administrator (appointed by the president) and one faculty member (appointed by the Academic Senate) and the committee membership will be voted by the committee. We must at all times respect each other's opinions and not personalize, e.g., use specific names of staff members.

MEMBERSHIP COMPOSITION – (voting members)

Administrator(s) (appointed by the president)	2
*VP, Student Services	
*VP, Academic Services	
*Director of Enrollment Services	1
*Academic Senate President	1
Faculty (Senate President Appointee)	5
At least one from Language Arts, Math and Counseling	
Classified	2
Institutional Researcher	1
Program Manager of SSSP & Equity	1
ASPC Representative	1
ASPC President or designee	
Co-Chairs	
Administrator (appointed by the president)	
Faculty Member	
 Total Membership	 14

*Or designee

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MEMBERSHIP

*Dean of Instruction	Kailani Knutson
*Vice President of Academic Affairs	Bill Henry
*Director, Enrollment Services	Erin Cruz
Institutional Researcher	Michael Carley
*Academic Senate President	Jeff Keele
Faculty	Ann Marie Wagstaff
.....	Connie Gutierrez
.....	Cindy Pummill
.....	Di Phan Reagan
.....	Mary Jo Jordan
.....	(vacant)
.....	Araceli Carranza
Program Manager of SSSP & Equity.....	Elmer Aguilar
Classified	Analia Jauregui
.....	Charlene Whitfield
*ASPC Representative	Brooke Reilly, ASPC Secretary
ASPC President or designee	
Co-Chairs.....	Kailani Knutson
.....	Cindy Pummill
.....	Erin Cruz
Secretary	Analia Jauregui
*Or designee	

Revised: 9/9/2015
10/7/2015
9/21/16
05/2017

Approved by CC on 9/18/17