## Staying on the Path
### Meeting Notes
April 24, 2018

Attendance: Teresa Aldredge, Dana Wassmer, Carol Bernardo, Eva Rhodes, Tadael Emiru (presenter), Jeannette Mulhern, Yolanda Garcia, Oscar Mendoza Plascencia, Shelly Charron, Alex Casareno, Shannon Cooper

Note Taker: Dana Wassmer

<table>
<thead>
<tr>
<th>Item</th>
<th>Discussion/Action Plan</th>
<th>Who's Responsible</th>
<th>Deadline</th>
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</table>
| Update from Entering the Path | • Student Success and Support Program (SSSP) provides $2.4M to CRC for the current fiscal year.  
  o Funding is performance-based (based on the number of students who receive services)  
• Goals of SSSP ensures students:  
  o promptly define their educational and career goals.  
  o complete their college courses.  
  o persist to the next academic semester.  
  o achieve their educational objectives through the SSSP process.  
• Focus of Entering the Path Workgroup for this year  
  o Update/redesign the website content for new students.  
  o Redesign the onboarding/matriculation process.  
  ▪ Equity-focused  
  ▪ Completion of the admission steps and enrollment into courses in a timely manner  
  ▪ Currently, US citizens (with a SSN#) have to go through 7 steps: CCC Apply → FAFSA/Cal Drem Act → LRCCD Online Orientation → Assessment/placement → Group Counseling → Register for classes → pay tuition & fees  
• Data on Fall 2015, 2016, 2017 onboarding completion shows that African American are disproportionally represented as having completed the (complicated) onboarding process.  
• At-risk students  
  o Students without a declared major (undecided)  
  o Students who have earned 15 units or more but do not have a comprehensive ed plan on file.  
  ▪ Currently, we have close to 3,000 students in | Workgroup | Spring Semester |
this category.

- ~31% of these students are African American or Hispanic/Latino
  - Students who have earned 50 or more units who are not close to completing their program.
  - Students whose GPA is between 2.0-2.3.
    - Currently, there are ~1200 students in this category.
    - 45% are African American or Hispanic.
  - Students on Academic Probation.
    - Currently, we have ~1400 students in this category
    - ~16% are African American or Hispanic.

• Things to consider
  - What can we do in the short-term to serve these students?
  - What are the structural systemic barriers that need to be removed to serve these students?

| Inventory of Services | • Are there duplication of services?  
|                       | • Can we streamline the services to be more efficient and effective?  
|                       | • Identify the categories of students that may require a high-touch or low-touch (of services/intervention).  
| Workgroup               | Spring Semester               |

| Early Alert             | • A meeting is scheduled with Dean of Library and Technology Services, IT, and members of GP Workgroup to discuss technology needs/possibilities for early alert on May 2, 2018.  
|                         | Teresa to attend               | Report at next meeting |

| Identify the Barriers   | • Financial Aid Overpayment  
|                         | • Hold placed on registration due to late fees (e.g., library book, renting textbooks)  
|                         |                              |                          |

| Questions to answer     | • Are we currently reaching out and how are we reaching out to our students?  
|                         | • How and what are we asking our students (when we do reach out)?  
|                         | • How do we ensure we are being intentional with every student contact?  
|                         | • How can we minimize information overload (e.g., email communication)  
|                         | • Do we have enough counselors to provide the services to our students?  
|                         | • What are the services our students really need?  
|                         |                              |                          |
### Additional Tasks or Tasks Still to be Completed

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Responsible</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Inventory of all the students services • List and identify the functions of all the student services CRC currently offers</td>
<td>Oscar</td>
<td>Spring Semester</td>
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<tr>
<td>Faculty Mentor/Advisor • Creation of a Faculty Referral List • Review the faculty advisor program at Riverside Comm College.</td>
<td>Teresa &amp; Michael</td>
<td>Spring Semester</td>
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<tr>
<td>Case Management • Teresa will research the case management approach. Counseling has a 2 hour meeting scheduled on April 19th to discuss a case management model. • To implement case management approach, it may require additional resources.</td>
<td>Teresa</td>
<td>Spring Semester</td>
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<tr>
<td>Subgroup Assignment • For 30-45 units • For 45+</td>
<td>Teresa</td>
<td>Spring Semester</td>
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<td>Academic Pre-Probation • Criteria • Alerts • Support services • Is it possible to do a first run?</td>
<td>All</td>
<td>Spring Semester</td>
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<td>Piloting prototypes—ideas • 4 groups (10 faculty/group) o Group 1 will use the Google Form o Group 2 will use the “Mid-Term Grade” in the online grading system o Group 3 will use the attendance tool in Canvas • Group 4 will use devices (e.g., Canvas app for attendance).</td>
<td>Workgroup to finalize</td>
<td>Spring Semester</td>
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### Next meeting:

Special Meeting: May 1, 2018 in the Counseling Conference Room, Library Building, 3:00 p.m. – 4:00 p.m.

Also available for Zoom Meeting:

Join from PC, Mac, Linux, iOS or Android: [https://zoom.us/j/200980175](https://zoom.us/j/200980175)

Or by iPhone one-tap or by landline phone: US: +1-669-900-6833 (meeting ID: 200980175#) or +1-646-876-9923 (meeting ID: 200980175#)