Learning Council Minutes
10/1/2010
N/S Lounge

I. Introductions
Attendees:
- Kathleen Rose, VP Instruction
- Eduardo Cervantes, MESA
- Blanca Arteaga, EOPS/Calworks
- Robert Overson, DRC
- Joseph Polizzotto, ESC
- Dana Young, Library
- Susan Sweeney, Calworks
- Gilbert Ramirez, Cosmetology
- Ellen Waddell, Communication Studies Dept.
- Richard Alfaro, TRiO
- Sara Aranyakul, MESA
- Kyle Billips, MIS
- Randy Brown, Institutional Research
- Michelle Goquet-Mendosa, Basic Skills
- Hope Jukl, Science and Math
- Frances Lopez, Dean Fine Arts and Sciences
- John Lawton Haehl, Academic Senate/Theater
- LinaBaeza

Approval of 9-17-10 Minutes

II. Board Policy and Administrative Policy
 o Board Policy BP 4500
   - Language revised
   - Learning Council to be a subcommittee of the Academic Senate
   - Co-Chaired by faculty and representative from instructional staff.
   - Learning Council will conduct itself under the district and Academic Senate policies.
   - Learning Council will make agendas and minutes available to all stakeholder groups electronically.
 o Administrative Policy AP 4600
   - The Board will consult collegially with faculty on student success polices.
   - Learning Council will identify existing and new pathways to student success.
   - Academic Senate will have representative at each Learning Council meeting.
 o Funding Opportunities
   - Title V Grant
     - Presenter: Kathleen Rose
     - 5 year and $3 million grant
• Started 10-1-10
• Learning Council is to streamline the use of funds. Ideas for use include:
  o Student Success Coordinator
  o Faculty research and travel costs
  o Funding of student orientation and success while students at Gavilan College.
• Title V Grant (new)
  • Collaboration grant currently being drafted

  ▪ STEM II                          Presenter: Hope Jukl
    • 5 year and $1.5 million yearly
    • Grant application to be submitted by Hope shortly

III. Work Groups
  o Retention/ Persistence
    • Early Alert System-needs research for best practices. Discussion:
      • Current system is difficult to use productively
      • Should be used primarily by those who have relationships with students.
      • Faculty must participate in the design of system if it is to be successful.
      • May need assigned staff to funnel alerts from faculty (all) to students.
      • Suggestion made for each student to have Gavilan email upon enrollment at the college. Consideration must be given for those students who have difficulty routinely accessing a computer. Possible connection to other types of technology discussed, and increasing computer availability on campuses.
      • Use of “cohort” system to align students and make them feel part of the college, with person-to-person contact for resources on campus.

  ➢ The two goals the Research/Persistence subcommittee will work on this semester are the following:
    ▪ Review and assess current interventions used across disciplines and programs.
    ▪ Research Banner’s Early Alert System.
      • From the data we gather from the above mentioned goals, we would then develop future retention and persistence outcomes.
  o Field Research
    ▪ Randy Brown reported this subcommittee has gathered new data from Gavilan Students. The same students will be tracked for the remainder of the semester.
• Randy will post updates on the research he is conducting on the Institutional Research website: http://www.gavilan.edu/research/

• Student Voices and Inquiry
  ▪ Videotaping of experiences, student voices currently underway (Gavilan class is completing much of the work as part of coursework). The video will be used to create a documentary-style file for future use with effected stakeholders.
  ▪ Richard Alfaro stressed the need for student voices on the Learning Council. Need student ideas and ownership criteria. Suggested an incentive to participate.

• Community Building for Success
  ○ Ellen Waddell reported that this subcommittee has met and developed two goals for this semester:
    ▪ Determine members of the community. Membership needs to be defined. Group will create and disseminate survey to stakeholders per Public Information Office.
    ▪ Once identified, subcommittee will hold informational meetings for community members concerning the progress of the Learning Council.

• Professional Development
  ○ No report given

IV. Establishing a set meeting time
  ○ The Learning Council will meet the first Friday of every month 12:00-1:30 in the N/S Lounge.
  ○ Subgroups are to meet one time per month to continue work on goals.
    ▪ Suggestion made that the subcommittee meetings be held the second Friday of each month.

Next meeting November 5, 2010 - 12:00-1:30 N/S Lounge

Meeting adjourned