

**STUDENT AFFAIRS LEADERSHIP TEAM  
MINUTES  
October 27, 2008, 10:00 – 12:00  
WC HSB-211**

**Present:** Joyce Romano, Cynthia Cerrato, Linda Downing, Liz Gangemi, Bradley Honious, Tyron Johnson, Sonya Joseph, Steve Kaplan, Chris Klinger, Jessica Morales, Renee Simpson, Lisa Stilke, Chanda Torres, Linda Vance, Lisa Yenke

**Absent:** Cheryl Robinson, Edwin Sanchez, Jill Szentmiklosi

## **Minutes**

Handouts and the agenda for the meeting were presented to those in attendance. Minutes for the September 2008 SALT meetings were distributed through email.

## **Two Year Measures**

Joyce brought the draft for the Two-Year Measures of Achieving the Dream to discuss.

The four measures are (all are for degree-seeking students):

- 1a. Improved Persistence and GPA (Within Targeted Courses)
- 1b. Improved Persistence and GPA (Term-to-Term and Year-to-Year, LinC and/or SL)
- 1c. Improved Persistence and GPA (Term-to-Term and Year-to-Year, SLS1122)
2. Improved Rates of Successful Completion of Credit Hours (FTIC)
3. Improved Success in Post-Developmental Math Curriculum
4. Reduction of Performance Gaps Among Students of Different Ethnicities (FTIC)

Below are points mentioned at the meeting:

- We are getting better at implementing the AtD strategies. The faculty is more confident and getting better at figuring out what works.
- Students who participate in SL or LinC are having greater success in MAC1105.
- An early intervention gets students on a good enough path so they can continue on this trajectory.
- According to Dr. Cliff Adelman's research, completing 20 hours at the end of first year is significant to eventual degree completion. This was achieved by students who started at college level.
- Spring 2006 is when successful course completion started going up and withdrawals started going down for MAT 1033.
- All of the numbers in 2003 dropped and we are not sure why yet.
- This data was shared with all 4 campuses at campus meetings in September.

Joyce concluded by saying that all the trends are good. SALT members are welcome to share the data with their staff teams. The continuation of AtD will be developed based in large part by the findings of the research proposals written for the three strategies. The AtD Data Team is

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working on getting these compiled and the SLS Mandate one will be done in December. The Supplemental Learning and LinC ones will be done in February./March.

### **National Clearinghouse Data**

Renee has done a lot of work to get us organized with the National Student Clearinghouse (NSC). A report was included with the meeting handouts showing all activities performed by the National Student Clearinghouse on behalf of Valencia Community College from July 1, 2007 to June 30, 2008. The charts on the report show overall participation (nationally).

There is an increase in banks using the NSC to obtain student information rather than calling us to provide documentation. Students can obtain their own enrollment certificates, however, they still need to contract Valencia to request transcripts.

Renee indicated that NSC has asked for information to be more imbedded. We have already done this where other schools have not. We will be requesting free access for tracking which will allow us to find out where our students have gone after enrolling at Valencia.

### **Financial Aid Compliance – AA Degree**

Joyce led the discussion about the way our Financial Aid compliance is working with the AA pre-majors. Since it uses CAPP compliance, students who are not taking courses for the pre-major are getting non-compliance notices. Is this what we want or should it be based on the AA degree in general?

- Students are directed to see an advisor/counselor so they can discuss what their degree intent is if they are not enrolled in the courses for their pre-majors. This is clarifying for students in terms of their requirements and also if they have changed their degree intent. Overall, we see this as a possible intervention.
- If they want to change their major, students can do so to match the courses in which they are enrolled.
- The Dynamic forms system is up and working for advisors/counselors to notify of changes needed for students to meet the compliance.

### **LifeMap Marketing Campaign**

Joyce was invited to a meeting with Christian Campagnuolo and his team to discuss the new marketing plan for LifeMap. The new idea is to show LifeMap as a process, and Christian would like to know our reaction to the tone and manner of the new plan which is based on a “personalize” theme. We want the plan to be “authentic” so it doesn’t sound as if the college administration is telling students what to do, but as if other students are sharing their ideas. Ideas include:

- “Graffiti” walls that show a specific student’s LifeMap theme/plan.

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- “Clings” that stick to windows for the visual aids rather than the outside banners we used before since the banners did not hold up well in the weather. The clings will be put around entrance doors, at the end of library shelves in the Library, on clocks, walls, columns, bathroom mirrors, and lab seats.
- “Office signage” that states what the purpose of the office is, rather than its name. We need to help Christian and his team on what those purpose statements would be.
- A collapsible photo video booth that students will enter and talk about LifeMap that could set it up for campus events.
- Bulletin boards would be set up for students to write on. It goes with the “graffiti” theme, however, might be a violation of the 11-07 promotion policy which we are working on revising.
- Tattoos for faculty and staff to promote LifeMap.
- T-shirts
- Clings for students’ laptops that could be sold in the bookstore.
- A communication plan that would prompt students through emails.

Whatever we decide would roll out all at once in the Spring. Before that happens, all the current LifeMap signs would come down. Christian and team will get feedback from students and faculty. Provosts and Plant Operations staff also need to be consulted on some of the executive ideas on each campus. Linda Vance mentioned that they still do not have regular basic office signs in the Answer Center on East Campus and that they are badly needed.

### **Financial Literacy Programs**

Brad has been promoting Financial Literacy Programs and sharing those with us. This is also part of new requirements through the Higher Education Act so its great the Brad got us started on this already. Brad has identified a new online source for the content of My Financial Planner. The cost is \$1500/year and he is looking within his budget. Joyce also offered to assist with funding as needed.

### **Fall Hiring Deadline – November 10**

Dr. Stan Stone informed us that the fall hiring deadline is November 10. Some leeway will be given for some Student Affairs positions in Financial Aid, Transitions and the Answer Center. Joyce asked that everyone let her know about particular situations. There was a question as to whether this included part-time staff. Joyce found out from Dr. Stone that it did not.

Mr. John Andrew Smith , who retired from the state as staff member to the Budget Appropriations Committee, presented at the District Board of Trustees meeting. He reported data on state revenues which are still shrinking and the choices to balance the state budget based on this year’s budget decisions. Valencia is now 48% state funded and next year it will probably drop to 45%.

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## **Learning Agenda Valencia's Big Ideas**

This month's Learning Agenda is "Valencia's Big Ideas" (Sustaining Authentic Organizational Change through Shared Purpose and Culture) which was text written by President Shugart, Ann Puyana, Joyce Romano, Julie Phelps, and Kaye Walter.

Overall everyone agreed they liked the ideas and the way they were expressed. It shows how all our programs and initiatives are tied together to help students. Everyone is encouraged to share this with their own staff. Sonya added that she would like to include it at the next Professional Development Day.

## **Holiday Break**

The closing date in December and opening date in January are awkward this year as we end on the Monday and start on a Friday. Joyce mentioned that we need adequate staff to be present, particularly the Friday in January when students will need assistance with Spring registration. Each department needs to make sure they are staffed on these two important days--especially January 2. Admissions staff will work 2 days during break to open and organize the mail.

## **Student Affairs web site – photos at January 2009 meeting**

Don Burlingson will come and take pictures for our web site at our January 26, 2009 SALT meeting.

## **Next Meeting**

The next SALT meeting is scheduled for Monday, December 8, 2008 from 10:00 to 12:00 at EC 3-113.

**Student Affairs Leadership Team  
Learning Agenda**

**2008-09**

July	Joyce Romano	The Medici Effect (book) – chapters 1 and 2
August	N/A	
September	Joyce Romano	The Medici Effect – entire book
October	Joyce Romano	Valencia’s Big Ideas
November	(CANCELED)	
December	Sonya Joseph	The Community College of Denver (and) LaGuardia Community College
January	Chris Klinger	
February	Linda Downing	How Brain Research Relates to Rigor, Relevance and Relationships
March	Ty Johnson	
April	Renee Simpson	
May	Jill Szentmiklosi	
June	Cheryl Robinson	

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**2009-10**

July	Steve Kaplan
August	Chanda Torres
September	Linda Vance
October	Lisa Stilke
November	Edwin Sanchez
December	Cynthia Cerrato
January	Brad Honious
February	Liz Gangemi
March	Jessica Morales
April	Joyce Romano
May	Sonya Joseph
June	Chris Klinger

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