### NEW BUSINESS

1. **Progress so far**
   - a. On-Boarding - Orientation Survey from 4/26 - Everyone
   - b. Review the responses - Everyone
   - c. Survey review and input final edits for ASG and other areas deployment starting next week (Rob and Syed)
   - d. Giveaways – Syed

2. **Next Steps prior to May 22, Deadline (Group Discussion)**
   - Focus Groups Questionnaire Development
   - Finalizing of all Logistics for Collection of Data:
     - a. Class Room Surveys
     - b. ASG Events
     - c. Department front counter surveys
     - d. Canvas Surveys
     - e. Survey Monkey
     - f. Text Surveys
     - g. Focus Groups

### OLD BUSINESS

<table>
<thead>
<tr>
<th>DISCUSSIONS/COMMENTS</th>
<th>OUTCOME/FOLLOW UP</th>
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<tbody>
<tr>
<td><strong><a href="https://forms.gle/VmhxcQL13qyi5qJ38">https://forms.gle/VmhxcQL13qyi5qJ38</a></strong></td>
<td>ASG SURVEY – 0-30 units</td>
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| 2) C. In person surveys to be done  
  - $3 vouchers for moonwood café  
  - student ID needed to prevent survey from being taken multiple times  
  - Skip logic used on these surveys  
  - questions based on discussion from last meeting | SCC Resources – what resources did you use to pick your program of study  
- Remove resources  
- Add SCC resources to question to hone in the answers  
- Adding check boxes (check all that apply)  
  - counselor  
  - instructor  
  - class  
  - career services  
  - clubs  
  - SCC Career coaches  
  - Specialized academic program  
  - Transfer center  
  - Write in/other |
| 3) G. Focus groups  
  - Budget for $20 per student Starbucks card to serve as compensation  
  - Syed open to two $10 gift cards for the perch/coffee cart | 30-60 units  
- Change 1st question to “How satisfied are you with your program of study?”  
- What is your educ. Goal?  
  - Missing certificate under examples, add personal enrichment  
  - Change AA to associate degree |
| We can come up with themes that assist students in assisting with challenges that students faced (Ex: transportation, money, book costs, etc.) |  |
| Department counter surveys will include focus group question |  |
| 5 volunteers needed to assist with focus group |  |
| Focus group  
  - SCC students  
  - Different equity groups  
  - 50 to 60 students needed |  |
| Possibility of using counseling classes for focus group students? |  |
| What do we want to know in terms of focus group? (6 to 8 questions)  
Challenges  
What worked?  
Awareness  
What they wish they would have known  
Did experience match expectations? |  |
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<th>ANNOUNCEMENTS:</th>
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<td>Focus group giveaway: $10/$10</td>
<td>$5 Starbucks card for graduating seniors to take survey</td>
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<th>FUTURE AGENDA ITEMS:</th>
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<td>Come up with 3 items by 5/9/19 about challenges to be added to survey</td>
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**MEETING DATES** *(All meetings are held on the 2nd and 4th Wednesday of the month from 3:00pm – 4:30pm in E-206)*

- Add boxes with 4 options
  - Do you know what classes to take?
    - Change order
  - If you want to transfer to a University. Do you know where to go for assistance?
    - Add Not applicable option

Graduating
- Take out program of study and change to Do you know what career options are available to you?
- Add did you experience any challenges during your academic journey at SCC? (check all that apply)
- Avoid using 4 year. Use University
- Loann: send verbiage for grad petition

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Focus group giveaway: $10/$10 motion to approve

$5 Starbucks card for graduating seniors to take survey
Santiago Canyon College - Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging. (Approved by RSCCD Board of Trustees, 12-04-17)

Student Services Mission Statement - As educators, we promote the growth and development of students and contribute to student learning through our exemplary programs and services.