Student Success and Assessment Committee (SSAC)
Charge and Membership
Cabinet Approval, December 5, 2011
Updated May 6, 2015

Background and Revised Charge

SSAC was established in Fall 2007 based on a recommendation from the WASC Advising and Retention Research Team. Based on the committee’s successful efforts to date as well as changing circumstances, the charge is being expanded, as follows:

The Student Success and Assessment Committee is a university-wide advisory committee charged with providing advice and recommendations to the President’s Cabinet and other University bodies regarding policies and programs that address the entire student experience (academic and co-curricular). The Committee serves as the University’s enrollment management advisory committee, particularly as those practices affect student success. SSAC provides advice and recommendations regarding CSU system initiatives and WASC accreditation requirements that address retention, graduation, and other measures of student success. Further, with the establishment of the Academic Access, Enhancement and Excellence (A2E2) Fee, SSAC is responsible for recommending university wide student services and high impact practices to the Provost for A2E2 funding.

SSAC serves as a coordinating group for units and programs that provide advising and other kinds of support related to student success (e.g., academic departments, AACE, EOP, EXCEL, SCAA, Early Alert). In addition, SSAC is responsible for recommending ways for the University to enhance success for all matriculated students in state and self-support programs, regardless of the campus they attend, the learning mode they use (e.g., online), and/or their residency.

SSAC is charged with the analysis of success factors and benchmarks of student success, such as remediation progress, graduation rates, retention rates, and time to degree, and achievement of learning outcomes; and with relating them to services and programs offered by the University, including orientation, advising, co-curricular activities, and specialized services for specific student populations. SSAC is also charged with supporting the achievement of learning outcomes related to student success. Based upon analysis of the data, the committee is responsible for developing goals and recommendations for improvement of student success that will lead to both short term and longer term implementation and action plans.

The committee is also charged to establish sub-committees and/or task forces as needed to conduct its work effectively.
Membership

The committee is jointly chaired by the Provost and the Vice President for Student Affairs. Membership has been revised from time to time to include the following. (Note that several positions are listed as resources, indicating that they need not be represented at all meetings.)

Regular Members
  o Academic Affairs, Provost, co-chair – James Houpis
  o Student Affairs, VP, co-chair – Julie Wong
  o University Diversity Officer – Dianne Rush Woods
  o Academic Advising and Career Education – Larry Bliss
  o Academic Programs and Graduate Studies, Interim AVP – Donna Wiley
  o Academic Senate, Chair – Michael Hedrick
  o Academic Senate, immediate past Chair – Mitch Watnik
  o Associate Dean (appointed by Provost) – Dennis Chester (CLASS)
  o Associate Dean (appointed by Provost) – Alan Monat (College of Science)
  o Concord Campus, Associate Director – Robert Phelps
  o Educational Effectiveness Research Manager – Fanny Yeung
  o Faculty Development, Coordinator – Jessica Weiss
  o Financial Services, AVP – Darrell Haydon
  o General Education Program, Director – Sally Murphy
  o Graduate Studies – Donna Wiley
  o Institutional Research – James Hershey
  o Registrar – Angela Schneider
  o Student Affairs Assessment, Director – Diana Balgas
  o Student Center for Academic Achievement, Director – Jen Nguyen
  o Student Life and Leadership Programs, Director – Marguerite Hinrichs
  o ASI President or designee
  o Administrative Support – Tamra Donnelly

Resource Members
  o Center for International Education – Dr. Ray Wallace, or designee
  o University Extension, AVP – Brian Cook, or designee
  o Student Data Systems, AVP – Glen Perry
  o University Communications – Jeff Bliss

Subcommittees
  o Strategic Enrollment Planning and Management Subcommittee – pending
  o Student Communication Subcommittee – Sally Murphy
  o Transfer Credit Advisory Group – Angela Schneider
  o A2E2 – UAP Subcommittee – Audrey Katzman
  o Student Retention and Graduation Subcommittee – Diana Balgas
  o Educational Effectiveness Subcommittee – Donna Wiley