

**SAN JOSÉ STATE UNIVERSITY
ONE WASHINGTON SQUARE
SAN JOSÉ, CA 95192**

S17-4, University Policy, Change in Membership, Charge, and Category for the Student Success Committee

Legislative History:

At its meeting of March 13, 2017, the Academic Senate approved the following policy recommendation presented by Senator Shifflett for the Organization and Government Committee. This policy rescinds University Policy S11-6, and disbands the current Student Success Committee, an operating committee of the Academic Senate. This policy then reconstitutes the Student Success Committee as a special agency reporting to the Instruction and Student Affairs Committee. On September 18, 2019, President Mary A. Papazian approved and signed amendment A to University Policy S17-4. Amendment A updates the membership of the Student Success Committee.

Rescinds: S11-6

**Approved and signed by
President Mary A. Papazian
on April 13, 2017**

**University Policy
Change in Membership, Charge, and Category for the
Student Success Committee**

Whereas: SJSU has taken proactive and definitive steps to strategically tackle issues related to student success through its Student Success Plan, and

Whereas: Reorganization of the student success committee in the context of the Plans' initiatives and goals could facilitate progress campus wide, and

Whereas: The current structure and size of the student success committee may not be the most effective arrangement with regard to the coordination of efforts to improve student success or to effect changes to advance student success initiatives, therefore, be it

Resolved: That the current student success operating committee be dissolved and in its place constitute a special agency focused on student success that will report to the Instruction and Student Affairs Policy Committee, and be it further

Resolved: That the membership and charge of the newly constituted Student Success Committee be as proposed in this policy recommendation.

Rationale: SJSU needs a university-level committee focused on student success that is populated in a way that puts key representatives together who can help move initiatives forward, provide objective input on what's working and what's not, and can review and recommend changes to academic policies, practices, and procedures. With clear expectations about providing as well as receiving input, this group can be instrumental in offering advice and nurturing connections that enable all groups engaged in various aspects of student success to more effectively reach common goals. Constituting this group as a special agency with reporting responsibilities to the Instruction and Student Affairs policy committee would work quite well and fits within the guidelines for special agencies as provided for in our bylaws: "Special agencies are bodies created by policies recommended by the Academic Senate which, because of functions or membership, are not designated Senate committees."

Approved: 2/20/17

Vote: 9-0-1

Present: Grosvenor, Laker, Shifflett, Rajkovic, Ormsbee, Boekema, Hart, Tran, Higgins, Bailey

Absent: None

Financial Impact: None expected

Workload Impact: Increased workload for the originating members as they establish connections and determine how best to meet the elements of their charge and effectively impact efforts campus-wide around student success.

Charge:

In the context of the University's strategic plan, this committee reviews and recommends changes to academic policies, practices, and procedures as they relate to all aspects of student success. This would include, but is not limited to, student enrollment, financial aid, retention, engagement, academic skills and competencies, and time to degree. The committee will assist in identifying challenges, serve as a central information resource to gather recommendations and disseminate information on student success policies and goals and provide advice regarding the planning, development, and implementation of initiatives designed to facilitate student success. Individual members are charged with the responsibility of maintaining robust communications with the groups they are affiliated with. This will be critically important

to the group's ability to formulate sound recommendations that can shape and coordinate efforts to improve student success.

The group will report to the Instruction and Student Affairs Policy Committee; any policy proposal shall be forwarded to ISA. In addition, the Student Success Committee chair, at the conclusion of each academic year, will submit a report summarizing activities and accomplishments, as all special agencies do, to the Academic Senate.

Membership:

AVP Transition & Retention Services (Exo)

Senior AVP Enrollment Management (Exo)

1 Representative from Academic Affairs - appointed by VP Academic Affairs (Exo)

1 Representative from Student Affairs - appointed by VP Student Affairs (Exo)

1 Graduate/undergraduate student

2 Undergraduate students

5 faculty

The student success committee will be co-chaired by the Senior AVP Enrollment Management and a faculty member selected by the committee members.

If any member cannot complete their term for any reason, or is absent from three regularly scheduled committee meetings, or repeatedly does not perform assigned committee duties, the committee chair may request a replacement from the Chair of the Committee on Committees.

Recruitment and Appointment of Members

Faculty members serve a 3-year term which is renewable for one additional 3-year term. When filling initial appointments, the Chair of the Committee on Committees will stagger the terms of non ex-officio seats. The student members serve a 1-year term and can be re-appointed. Solicitation of applications to serve on the Student Success Committee will be made through the normal Committee on Committees process for the seats designated for faculty members. Faculty interested in serving on this committee will submit a brief letter of interest that includes information regarding their experience and engagement in student success initiatives. When multiple applications are submitted for a seat, the Executive Committee of the Academic Senate will select individuals to serve. In considering applicants, attention should focus on the person's expertise in areas related to student success, direct engagement with student success initiatives, and the need for broad representation.

The student success committee will be co-chaired by the AVP Student and Faculty Success and a faculty member selected by the committee members.

