



Student Services Council Meeting
 Wednesday, Oct. 15, 2014
 9:00 AM • Room 2314
 AGENDA

Committee Members Present					
x	Kehinde Adesina	x	Steve Cross		Kevin O'Rorke
x	Connie Barton	x	Nadia Elwood	x	Sylvia Ruano
x	Nancy Berkey	x	Sandra Hamilton Slane	x	Sheree Whaley
x	Will Breitbach	x	Tim Johnston		

Approval of minutes - None

Student Services Inservice -Training Day- Nov 14th (Review of DRAFT agenda)

- Welcome Video/Breakfast
- Sexual Harassment Prevention Training 10:30-12:00
(Each year there will be an all staff district training included with the SS Training Day)
- Counselors-Ed Planning software- Tim
- Public Service- Nadia and Sandra
- Health Session w/Debbie Goodman & Becky Bogener
- Yoga w/Rhonda Nelson

Grants Task Force update- Kehinde

Kehinde shared the latest update from the Grants Committee. He said the session was more a brainstorming that included: purpose, goals, participants, streamlining the process, soliciting new ideas, etc. The Grants Director is here to help and she encourages all to call on her for assistance, feedback and ideas. They are looking at a new position to assist with the grant function, but it's still in the discussion.

Student Equity update –Sandra

Sandra has started the draft for the Equity Plan. The committee met yesterday and this new budget should be approximately \$497,000. The next step is to identify how the dollars could/should be used for Access and Equity at the District. She will be bring a draft of the plan to the November meeting for SSC, College Council, and then it will go to the Board in December. The plan due date to the state is January 1st. Many good proposals are coming forward and she encouraged all to keep emailing their ideas to her.

Spring Registration - Tim

The Spring Schedule should be coming out on November 3rd. The Counselors have already received a preview of the schedule. He is looking for feedback on how we can continue to improve our schedules.

Support Staff Proactive Service -Tim (Kevin)

Tim explained that they have a plan for reaching out to students with no Ed Plan or with level one academic probation status. Enrollment Services is working on contacting these students by email and phone. There are lots of slots available in SARS weekly and they are not waiting for students to call in, but taking the initiative to contact the student. The focus is on the new student comprehensive Ed Plans who have 15 degree applicable units or they are in their 3rd semester. Too many students do not have comprehensive Ed Plans to guiding them through their time at the college. It was recently discovered that not all Ed Plans are being stored on the I Drive, and this can be a real issue for reporting. We must capture all Ed Plans and concurrent enrollments. The District could block non-matriculated students but at this time Cabinet said they do not want to do this. Enrollment Services is currently looking at a cohort model (blended case management). Tim will continue to update SSC at future meetings.

AREA UPDATES

EOPS/ CARE/ DSPS/SCI*FI- Sandra Hamilton Slane

Sandra announced that they will be running a search for an EOPS/CARE Counselor. The start date will be January 5th. Applications open on November 1st. She has been working with A & R on incentivizing priority registration for EOPS students, and letting the students know if they register early, that they will be reimbursed with EOPS funds.

Sci*FI has two students who wrote essays and both were awarded brand new laptops. Both of the students stories were very motivating!

DSPS has modified the FT Interpreter Specialist position to PT "Lead Interpreter". This is classified position with a high level (range 35) and will give the much needed relief in the DSPS lab.

Library Services and Educational Technology- Will Breitbach

Will said that the Library has been inspired by the Enrollment Management Plan. In the next couple of months the library will be purchasing more new furniture on their quest to making the library a more comfortable and useful place where students would want to stay and study. Sandra thanked Will for letting her know about the books for students' w/disabilities. Will asked about Cram Week and asked that for ideas and wondered if SS would be planning activities for students that week. He plans on having extended hours in the library and coffee for students.

TRiO SSS & Upward Bound- Sylvia Ruano

Sylvia shared that some transfer students have already heard that they have been accepted.

"Success Story"-One SSS student who works for the local Dutch Bros was selected statewide to participate in "Under Cover Boss" a nationally televised show, but unfortunately his taping was not selected to be aired. But, he was given a scholarship for education and an opportunity to open up his own franchise!

Gateway to College- Nancy Berkey

Nancy said they are actively recruiting for the spring semester. They are receiving some referrals from the area comprehensive high schools, and not just Pioneer High School. The current students have excellent attendance this semester. Nancy reported that grades and behavior are also better this semester, and the persistence rates are improving. 51 students currently enrolled in the program. The staff is gearing up for spring registration with weekly information meetings and recruitment activities at the local high schools.

Admissions and Records- Sheree Whaley

Sheree shared that A&R is gearing up for spring early registration and she has been working w/James on dates- she should have the dates soon and she will share with SSC.

Talent Search- Kehinde Adesina

The application process for colleges is underway. They have several field trips planned and they are in active recruitment. The staff is far ahead for this year on filling their quota in the program, they have a target date of December to have this activity completed. They are also doing an extra effort in recruitment at the Hayfork and Trinity schools.

Student Housing- Steve Cross

The bid has been awarded for the 16 exterior cameras and work should begin mid-October. There will be an alert warning system test and demonstration in October. If this system provides an audible notification that is loud enough to notify dorm students during an emergency, then this would be used in lieu of a Residence Halls specific alert system. Physical Plant will conduct a cost study this October in reference to hot water circulator on the Residence Halls hot water heaters in hopes of producing an ongoing cost savings for the District. Disciplinary cases in housing have picked up (6 hearings in the last two weeks).

Financial Aid- Connie Barton

Connie shared that the 3rd distribution checks for the fall semester will go out this Friday. Her staff has been participating in numerous outreach events at the local high schools, with two of the outreach activities focused on Veterans. College Options will no longer have staff to support students with the financial Aid applications, the responsibility will now be with the high schools. She has a Region one rep meeting scheduled for next Monday and Tuesday in Monterey.

Enrollment Services- Tim Johnston

Tim thanked all involved with Preview Day participation. The day met the objective. The SSS Plan has been submitted and he thank for the feedback he received as he put the plan together. Currently, he is vetting the Outreach Plan, and it will go to IC tomorrow, and he will keep SSC updated on the progress. Nelson Espinola is the point of contact for the outreach to high schools. Fall 2015 is the target date for bringing full access to the high school sites for assessment and our counselors doing preliminary Ed plans at the high school sites. They will also be purchasing 6 laptops/tablets with the SSSP budget.

CalWORKS- Nadia Elwood

Nadia said things are going great in CalWORKS. The Ed Plans for CW students are pretty specific, not just in a category. Many of the students need assistance with maneuvering the class schedule and getting registered. Sheree recommended a MYShasta workshop for these students. Nadia said that might be helpful because they are doing a lot of hand holding. California CalWORKs Associate has scholarships available to CW students' portraits of success. They have also been helping students with the scholarship application process. Starting next semester Nadia will be the Region One representative for CalWORKs. She will have a budget for travel, and one of her responsibilities will be to give a voice to the smaller schools.

OTHER- All

Meeting adjourned

Recorded by:
Sherry Nicholas
Executive Assistant
Vice President of Student Services Office