Shasta College

Student Services Council Meeting
November 7, 2018 • 9:00 AM
Room 2314

MINUTES

X	Stacey Bartlett	X	Sandra Hamilton Slane	X	Patricia Esparza - Guest
	Nancy Berkey	X	Sue Huizinga	X	Carly Gordon - Guest
X	Sharon Brisolara	X	Tim Johnston	X	James Konopitski - Guest
X	Tina Duenas	X	Becky McCall	X	Kelsey Moynahan - Guest
	Nadia Elwood	X	Kevin O'Rorke	X	Shaunna Rossman - Guest
	Andy Fields		John Yu	X	Daniel Valdivia - Guest

CALL TO ORDER

1. Action Agenda
   a) Annual Plan Initiatives
      1) EOPS / PACE
         EOPS: Community Academic Mentoring Program (CAMP) – soft launch under Innovation mini-grant. Provides tutoring in subjects, except for math and science. Ask is for a dedicated space to hold CAMP. Lab or classroom space dedicated space to operate CAMP throughout the day and possibly in the early evening. Multiple computer access stations also needed.

         PACE: Centralized Testing facility. Update regarding efficiency to provide test proctoring for students in the PACE program. Carpeting of Testing Center to decrease noise.

      2) Enrollment Services
      Program
         - Rank 1 - Electronic Signage Workflow – E-sign
            o There is a need in Enrollment, but also a district wide need, so
         - Rank 2 – Automated Parking Permit
            o Would alleviate bottleneck of lines at Business Office & One-Stop
            o Cost unknown; Campus Safety oversees
         - Rank 3 – Omnibus
            o Dublabs
            o Docuware
            o College Source Test – course equivalency tracking software
            o UC View / Digital Signage Refresh
            o Hobsons Starfish
            o Regroup
            o Student Lingo Workshops
            o ALEXS PPL
            o Counseling Services
      Staffing
         - Rank 1 – Director of Enrollment Services – Support One Stop Area
            o Admin level
            o Funding has been identified – New technology funding and SSSP
         - Rank 2 – Guided Pathway Counselor

- o   Essential with shift to Guided Pathways
- o   Collaboration with faculty
- o   Different face and structure
- o   More onboarding and intake
- o   Creating intervention and retention counselors
- o   Identifying duties and focuses of counselors
- o   Funding identified as grants
- Rank 3 – Shasta Summit Student Success Facilitator
  - o   Provide additional support for Early Alert system
  - o   Follow up with students and faculty after flags raised
- Rank 4 – Campus Recruiter
  - o   Applicant progress recruitment
- Rank 5 - Employment Services Development Technician
  - o   A need to support students with career outreach, resume building, interview skills.

3) TRIO

- Talent Search tshirts for the 6th – 12th graders that are served in a wide area. They were the only program for a long time, but some additional Upward Bound programs have been funded through Simpson and UC Davis. Thought it would be helpful to brand Shasta College and Talent Search with shirts, but is not an allowable cost through Talent Search funding. Shirts would also be helpful for promoting program in the community and also be used during field trips to identify their program students.

- Pre-Collegiate Initiative Collaboration: Establishment of a Pre-Collegiate Initiative Collaboration to include TRIO, Gateway to College, College Connection, GEARUP, First Year Experience, and Outreach. (1 Proposed)
  - o   Create umbrella that develops and identifies more clearly the pipeline of pre-collegiate students, i.e. Gateway to College and College Connections
  - o   Conversation planned with Gear Up (UC Davis program) as they work with
  - o   Also suggested by Tim to connect with the proposed Campus Recruiter position

- TRIO SSS and Veterans Center remodel to provide a more efficient and student centered TRIO Suite. In an effort to provide more effective services to students the SSS office and Vet center (which was previously TRIO) needs remodel. TRIO work space being reviewed since they will have access to more room once the new Veterans Resource Center is built. George estimated it would cost $20k to design a remodel. Costs for building have increases locally and is estimated at $100,000.

4) CalWORKs

- CalWORKs Categorically Funded Student Laptop Loan Program Categorically funded purchase of basic inexpensive laptops for the purpose of loaning to CalWORKs students.
- CalWORKs Work Study District Contribution $10,000 District contribution to CalWORKs Work Study program to allow for CalWORKs students to be hired and training in field specific on-campus student jobs, free of charge to departments. Currently each department must be willing to provide 25% of a student's wage.

5) Student Life

- Downtown Building (for non-student related services/departments). The annual area plan submission is to enter into a public/private partnership to acquire a new building downtown located next to the HSUC. The services and departments who do not serve

students directly would relocated to this downtown campus (EWD, NST, Foundation, Grants, Research, etc.)

- Integrated Student/Staff ID Card System - A student/staff ID card system which integrates with Colleague and other on campus software

- Student Union - Student Store, Rec. Center, Student Senate, Meeting Rooms, etc. Create an actual Student Union (not cafeteria) which includes some /all of the following examples: Student Store w/ food pantry (run by SCSS), Rec. Center, Student Senate, Meeting Rooms, Umoja Village, Zen Den (student proposed), etc. A potential location could be where the current bookstore is located if they were to move to the "one-stop-shop" student services building

- Student Center/Quad Audio/Visual Technology - (projector, projection screen, speakers) Permanent weather resistant speakers in the Quad with Bluetooth PA system to be controlled by Student Life. Permanent speakers and projector on the Student Center Stage.

- Quad Shade Structure Quad Shade Structure. Quad Shade Structure. (Moved forward pending 2018/2018 initiative funding - BOND- decisions)

- Sustainable Funding for Global Education Center/Education USA - The Global Education Center is growing widely in popularity. Sustainable resources for four successful components / programs international outreach and recruitment, Soonchunhyang Semester Abroad (exchange program), Global Relations Fellowship (exchange program), and the Global Expedition Program (summer study abroad). Additionally, we would like to host Education USA partners from various countries this summer who will then recruit international students on behalf of Shasta College.

- School Supply Vending Machine Purchase a school supply vending machine stocked with scantrons, blue books, pens, pencils, earbuds, etc. for student convenience. Cost is about $5k per vending machine.

Staffing
- Full-Time Classified Position - District Funded (dependent upon Student Union approval) - Potential physical location secured Full-Time Classified Position - (To work in Student Union should that initiative be approved) - Potential physical location secured. Range 33 classified.

6) Extended Ed
- Tehama Campus: Hispanic Latinx Initiative The program incorporates transfer field trips, cultural events, student conferences, leadership training, completion support through book grants, academic support, community mentors/models, familia meetings, and referrals to campus and community programs and services.

- Tehama Campus: Student Lounge/Union Furniture Upgrade to student lounge furniture (our only indoor student gathering place) One-time funding $15k

Staffing
  o Due to the growth in Tehama Campus, there is a need for a new Student Services Building. Through the BOND, the District has approved this need and plans to complete the project within the next two years. This initiative is to provide

adequate staffing to support students utilizing the new building. The proposal is for 1-Student Services Analyst and 2-Student Success Facilitators.
This initiative is for one Student Services Analyst to support the Tehama and other extended ed campuses

Student Services Analyst – New Staffing Range 40 $47,507

Student Success Facilitator 1 – Range 26 $33,622
- o This position will contribute to a reorganization of Student Services in Extended Education to increase service to students, create a true "one-stop" shop, and increase operational efficiencies. Would allow for efficient delivery of Student Services in Red Bluff. Would allow a single point of contact for all students in regards to Student Services. Would allow service for Veterans. This position would replace the current Extended Education Staff Secretaries (2) in Tehama

Student Success Facilitator 2 – Range 26 $33,632
- o Due to the growth in the Tehama Campus and the projected completion of a new Student Services Building within two years, there is a need for adequate staffing to support students. This position would contribution to the provision of a seamless "one-stop" experience for students by assisting them through processes (e.g. Matriculation, Financial Aid, EOPS, etc.). This position has been used on the Redding campus with success and would strengthen Extended Education's capacity to connect students to needed resources and support efforts aimed at retention and completion. The proposal is for 1-Student Services Analyst and 2-Student Success Facilitators.

7) Student Housing

1) Residence Halls Online Contract and Associated Paperwork StarRez is an online student housing software suite that includes web-based contracting and associated paperwork, online student-driven roommate pairing, work order placement (integrated with SchoolDude), discipline (integrated with Maxient), billing and payment plans (integrated with Nelnet), mail and package tracking, etc. This initiative would bring our systems up to date with other student housing operations. Implementation cost is $7,500 with annual subscription of $10,000

2) Residence Hall Storage Shed (to store large furniture items like beds) Construct a concrete pad on the south side of the Residence Halls Commons building and place a steel storage shed. The storage shed will be utilized for storing dorm supplies, furniture, special event supplies, cleaning products, etc., as well as supplies for other groups which utilize the dorms such as TRiO Upward Bound. Per quote from Physical Plant, costs are $9,375 (25% great than a year ago, with additional increases predicted

3) Residence Halls Commons Update (or new dorms) Rehab the Residence Halls Commons building with new flooring (carpet and vinyl plank), walls and ceiling. Includes removal of antiquated ceiling fans and unused sound system as well as updated lighting. Also includes a remodel of the Commons' kitchen including appliances and counter tops. Per quote from Physical Plant, cost is $100,000 Physical Plant quote includes updating walls, floors and ceilings, removing/updating old equipment, painting, and remodeling the kitchen with appliances and counter tops.

4) Residence Halls New Computer Lab Stations (or new dorms) New computer lab stations would replace the aging and sagging computer desks currently in use in the Dorm Commons computer lab. Desks would be replaced with a standing level counter top along a wall with stools. Would include phone charging access at each of three stations as well as a new printer. Per quote from physical plant, cost is $12,000. Quote includes updated wiring for computer lab, replacing current desks with a "bar" style counter top to accommodate computers and printer, and purchasing a printer and stools for the new lab.

5) Residence Halls Update to Dorm Rooms Update dorm room interiors including paint and flooring. Per quote from Physical Plant, costs are $2,300 per room ($147,200 for 64 rooms) Physical plant quote includes $1,800 per room for flooring and $500 per room for paint on walls and doors.

6) Residence Halls Study Lounge Updates (or new dorms) Updating the dorms' student lounges includes new paint, flooring, lights, window treatments and study furniture. Per quote from Physical Plant, cost is $50,000 per study lounge (two study lounges) Physical Plant quote includes paint and flooring, updated lights and window coverings, and new study furniture (both group tables and individual study desks).

7) Residence Halls Privacy Fence Behind Dorms Install a 6' tall chain-link privacy fence behind the dorms to separate the dorms and their recreation facilities from the monitored greenbelt between the campus and Old Oregon Trail. Per quote from Physical Plant, cost is $38,000

8) A&R + FAID

A&R
- Parking Permit Automate Services

Financial Aid
- Queuing System (eliminate student lines) Queuing System that will eliminate the need for students to stand in line. There would be a student friendly waiting area, students could set appointments and receive txt alerts when they are getting close to their turn. Supports the One Stop remodel initiative in the Tehama Campus as well as the main campus. Ongoing funding to support a queuing system to eliminate student lines on campus. This would have the capability to be used at any area and/or location.

Staffing
- Through the BOND, the District has approved a new and improved Veterans Resource Building that is expected to be fully implemented/completed by 2019/2020. With this new building comes a need for additional veteran student support staffing. The Student Services Analyst is proposed to run point for the new building, ensure work flow/staffing is adequately meeting the needs of our students as well as coordinate meeting spaces for outside agencies. The Student Success Facilitators is proposed to assist veterans in the computer lab, reception area, scheduling counseling appointments and any services that veterans may need assistance with. This proposal is for the following:
- Rank 1 Veterans Resource Center- Student Services Analyst
- Rank 2 Veterans Resource Center- Student Success Facilitator-1

- Rank 3 Veterans Resource Center- Student Success Facilitator-2
- One Student Services Analyst
- Two Student Success Facilitators

    9) Transfer Center
- UC Partnership Program Request $7,000 to bring the University of California, Davis TOP program to Shasta College campus to increase transfer rates to the universities, particularly UC campuses.

- Transfer Field Trips Increase the Transfer Center budget to $4700 to create a "pass-through" account to support field trips. Field trips is being paid out of multiple accounts, and it can be a logistical

2. Discussion Agenda

3. Other/Announcements
   a) College Council – Discussion about rankings of our initiatives and how we do new classified positions.
      1) New process being suggested. Asking for consideration and follow up feedback.
   - Student Services Council brings forward rankings.
   - Admin Council and Instructional Council would do the same.
   - Then Vice Presidents discuss – Frank, Morris and Kevin.
   - Then take to the President to discuss.

Send rankings to Ryan Loughrey by November 28th and that will provide enough time to prepare for review at the December 5th meeting.

College Council will be looking through a new formula funding lens.

NEXT MEETING

The next meeting is scheduled for Wednesday, December 5, 2018 from 9:00 am – 11:00 am in Room 2314.
Recorded by: Michelle Fairchild, Student Success Coordinator, Enrollment Services.

2012-13
The number of DSPS students reported to the Chancellor's Office has decreased annually for the past four years triggering a 5% reduction in funds allocated to the program every year.

A review of data regarding the number of students who request DSPS services shows that a significant percentage do not complete the intake process.

DSPS students need better access to resources for capturing lecture information, such as note providers or new technologies such as LiveScribe pens. We are currently able to provide note-provider accommodations for only 57% of the students who need it.

Describe any external opportunities or challenges: 2015-16
1. Shasta College is one of eight community colleges to receive a contract through the Dept. of Rehabilitation to provide educational and job training to individuals with Intellectual Disabilities.
2.

2014-15
1. A restoration of funds has allowed increased staffing and services.

2013-14
1. It is difficult to find qualified sign language interpreters and also difficult to predict the demand for sign language services.

Initiative Description (1-2 sentences): 2019/2020 SS Centralized Testing facility

Combine Assessement Center with PACE testing offices into an integrated center.

Status: 1 Proposed
Year of Intended Implementation: 2019-2020
Start Date: 07/01/2019
Rationale Summary (1-2 sentences): Due to the passage of AB 705, utilization of the Assessment Center for testing has decreased. The Assessment Center is set up efficiently to provide test proctoring for students in the PACE program.
What specific institutional goals or objectives would this initiative address?: Strategic Objective 2.2 Improve access to student services through a variety of innovative practices.
How many students per year would this affect?: 1400
How would this improve institutional effectiveness?: More efficient use of space and technology by centralizing. Also more efficient assignment of classified staff.
Safety Issue: No
Priority: High
Person(s) Responsible (Name and Position): Sandra Hamilton Slane

Resources Needed

Carpeting - Carpeting of Testing Center to decrease noise
Type of Request: Equipment or Facilities
Cost Estimate (One Time): 1000
Cost Estimate (Ongoing): 0
Budget Source: Existing Resources

Describe any external opportunities or challenges: 2015-16

1. CAFYES grant was awarded to increase academic support to foster youth, but many foster youth have not qualified for EOPS.
2. Numbers of students served needs to increase to match the restored funding level.

2013-14

1. Restoration funding allows increase in numbers of students served as well as consideration for restoring services such as EPass tutoring and summer bridge services.

2012-13

NA

Initiative Description (1-2 sentences): 2019-2020 SS Community Academic Mentoring Program (CAMP)

Expand academic mentoring and study skills training to include subjects not currently served through existing Learning Centers (Math/Business, Science, Writing Centers).

Status: 1 Proposed
Year of Intended Implementation: 2019-2020
Start Date: 07/01/2019
Rationale Summary (1-2 sentences): Promoting student success in courses is critical towards meeting the goals for completion. Students benefit from support in study skills as well as content-based tutoring. Mentors can also be embedded into classes, especially ITV classes where the instructor is located on another campus.
What specific institutional goals or objectives would this initiative address?: Institutional Objective 1.1 Increase the number of students who complete degree applicable courses, including English and
math, by the end of their first year of enrollment at Shasta College.
How many students per year would this affect?: 300
How would this improve institutional effectiveness?: Increase course success rates, decreasing time to earn a degree or certificate.
Safety Issue: No
Priority: Medium
Person(s) Responsible (Name and Position): Sandra Hamilton Slane

Resources Needed

Lab or classroom space - Dedicated space to operate CAMP throughout the day and possibly in the early evening. Multiple computer access stations also needed.

Type of Request: Equipment or Facilities
Cost Estimate (One Time): 0
Cost Estimate (Ongoing): 0
Budget Source: Existing Resources

Assessment: Area Plan

Shasta College

Area Plan (SSV) - CalWORKs

Prepared By: Nadia S. Elwood

What are the strengths of your area? : Intake and supporting new students to complete their Student Success requirements. We have a comprehensive, high touch system to helping students navigate the SSSP requirements through to enrollment.

What improvements are needed?: SUCCESS: The CalWORKs success rate for 13-14 was 68.2% which is 7.7% below non-CalWORKs students.

AVERAGE TERM GPA: The average term GPA for CalWORKs students is 2.22, non-CalWORKs students average term GPA is 2.25.

Overall, student success needs to improve for the CalWORKs population. Through enhanced student services and proactive academic counseling the program is focusing on retention and success for CalWORKs students.

Describe any external opportunities or challenges: EXTERNAL OPPORTUNITIES:
CHALLENGES: The manner in which students are referred to the Shasta College CalWORKs program then subsequently counted by the Chancellor's Office is a budgetary challenge. Often the program works with CalWORKs Students through the necessary steps of becoming a student. However, if a student doesn't make census, they are not counted by the Chancellor's office. Since student numbers drive the budget this can prove problematic.

Initiative Description (1-2 sentences): 2019-2020 SS CalWORKs Student Laptop Loan Program

Categorically funded purchase of basic inexpensive laptops for the purpose of loaning to CalWORKs students.

Status: 1 Proposed

Year of Intended Implementation: 2019-2020

Start Date: 07/01/2019

Rationale Summary (1-2 sentences): CalWORKs students are of the lowest income and also have children. Without a computer in their home, accessing a computer becomes a barrier to school success.

What specific institutional goals or objectives would this initiative address?: Institutional Objective 2.1, Improve access to instruction through a variety of innovative practices.

How many students per year would this affect?: 20 - 40

How would this improve institutional effectiveness?: Assists students in the successful completion of a pathway that includes online courses and resources.

Safety Issue: No

Priority: Medium

Person(s) Responsible (Name and Position): Nadia Elwood - EOPS/CARE/CalWORKs Senior Project Coordinator

Initiative Description (1-2 sentences): 2019-2020 SS CalWORKs Work Study District Contribution

$10,000 District contribution to CalWORKs Work Study program to allow for CalWORKs students to be hired and training in field

specific on-campus student jobs, free of charge to departments. Currently each department must be willing to provide 25% of a student's wage.

Status: 1 Proposed
Year of Intended Implementation: 2019-2020
Start Date: 07/01/2019
Rationale Summary (1-2 sentences): CalWORKs work study students are at a disadvantage for on-campus student employment, compared to Federal Financial aid Work Study students because departments must pay 25% of a CalWORKs Work Study student's wage.
What specific institutional goals or objectives would this initiative address?: Providing students with an opportunity to train in their actual field of study addresses Chancellor's Office Vision for Success goal D. Increase the percent of exiting CTE students who report being employed int heir field of study, from the most recent statewide average.
Safety Issue: No
Priority: High
Person(s) Responsible (Name and Position): Nadia Elwood - CalWORKs/EOPS/CARE Senior Project Coordinator

UC TAGs

(TAGs for Admissions fall semester)

Year – Fall Admission	Total TAGs Including IP & W	Approved TAGs	IP & W TAGs	Denied TAGs	Number of Approved TAGs for UC Davis
2019	58	TBD	18/0	TBD	TBD
2018	71	30	13/1	12	25
2017	51	20	11/0	6	18
2016	39	20	14/0	3	18
2015	38	18	8/0	9	16
2014	52	30	6/0	6	28
2013	55	21	16/0	4	20
2012	48	24	12/0	2	19
*2011	105	34	22/1	12	22

*Students were able to submit as many TAG applications as they would like in 2011. Starting 2012 students were limited to one TAG application per fall term.

2018

Total Student TAGs:	71 (including IP and W)
Approved:	30 (15 additional are not yet determined)
	25 or 30 approved TAGs were to Davis

2017

Total Student TAGs:	51 (included IP and W)
Approved:	20 (39% of Total Student TAGs)
	18 of 20 approved TAGs were to Davis

2016

Total Student TAGs:	39 (included IP and W)
Approved:	20 (51% of Total Student TAGs)
	18 of 20 approved TAGs were to Davis

2015

Total Student TAGs:	38 (included IP and W)
Approved:	18 (47% of Total Student TAGs)
	16 of 18 approved TAGs were to Davis

2014

Total Student TAGs:	52 (included IP and W)
Approved:	30 (57% of Total Student TAGs)

Transfer Center – 2019/20 Initiative

UC Partnership Program: Request budget to bring the University of California, Davis TOP program to Shasta College campus to increase transfer rates to universities, particularly UC campuses.

Shasta College Transfers measured by enrollment in that given academic year.	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
California State University (CSU)	337	352	315	337	319	282	294	
University of California (UC)	47	52	44	55	46	35	32	
In-State-Private	137	123	100	103	112	58	64	
Out-of-State	158	149	147	139	122	148	149	
Total	679	676	606	634	599	523	539	

All of our ADT's allow a student complete either the CSU or IGETC general education patterns. UC transfer students are advised to complete the IGETC GE pattern prior to their transfer.

Below is a comment taken off of the University of California website
http://admission.universityofcalifornia.edu/transfer/preparing-admission/minimum-requirements/index.html

What about associate degrees for transfer (ADT)?

If you're working toward an ADT, you should choose courses that align with the requirements at the UC campuses you're interested in. Treat the ADT as your early roadmap to UC. You can use ASSIST or our major preparation paths to guide you in choosing the right courses. Although earning an ADT does not guarantee admission to UC, some campuses consider it in the comprehensive review process.

| Initiative Name | Submitted By | Budgetary Allocation | | Aligns with Strategic Plan | Identified in Program Review or Annual Plan | Improves Student Success | Number of Students Effected | Improves Institutional Effectiveness or Efficiency | Meets a Safety or Legislated Mandate | Critcality of the Request | Improves Student Access | Improves Student Equity | TOTAL |
		One-Tme	On-Going										
2019-2020 Staff - Employment Services Development	Enrolllment Services	$ -	$ 58,991.00										
2019-2020 Staff - Guided Pathway Counselor (New)	Enrollment Services	$ -	$ 103,754										
2019-2020 Staff - Director of Enrollment Services (New)	Enrollment Services	$ -	$ 116,064										
2019 - 2020 Staff - Campus Recruiter	Enrollment Services	$ -	$ 87,493										
2019-2020 Staff - Shasta Summit – Student Success Facilitator (New Position)	Enrollment Services	$ -	$ 53,622										
2019-20 Tehama Campus-Student Services Analyst (New Staffing)	Extended Ed/Financial Aid	$ -	$ 47,507										
2019-20 Tehama Campus-Student Success Facilitator -1 (Staffing)	Extended Ed/Financial Aid	$ -	$ 33,632										
2019-20 Tehama Campus-Student Success Facilitator-2 (Staffing)	Extended Ed/Financial Aid	$ -	$ 33,632										
2019-20 Veterans Resource Center- Student Services	Financial Aid	$ -	$ 47,507										
2019-20 Veterans Resource Center- Student Success Facilitator-1 (Staffing)	Financial Aid	$ -	$ 33,622										
2019-20 Veterans Resource Center- Student Success Facilitator-2 (Staffing)	Financial Aid	$ -	$ 33,622										
2019-2020 FT Classified Position	Student Life	$ -	$ 39,996										

CATEGORY
(0) No; (1) Low; (2) Medium; (3) High*
*See corresponding descriptions on third tab

Initiative Name	Submitted By	Budgetary Allocation		Aligns with Strategic Plan	Identified in Program Review or Annual Plan	Improves Student Success	Number of Students Effected	Improves Institutional Effectiveness or Efficiency	Meets a Safety or Legislated Mandate	Critcality of the Request	Improves Student Access	Improves Student Equity	TOTAL
		One-Tme	On-Going										
2019-2020 Tehama Campus: Hispanic Latinx	Extended Ed/Enrollment Services	TBD	$ 25,000										
2019-2020 Tehama Campus: Student	Extended Ed/Enrollment Services	$ 15,000	$ -										
2019-2020 Parking Permit - Automate Service	Enrollment Services / A&R	$ -	$ -										
2019-2020 Electronic Signature Workflow	Enrollment Services	$ -	$ -										
2019-2020 Omnibus - Institutionalize High Impact	Enrollment Services	$ -	$ 159,893										
2019-2020 CalWORKs Student Laptop Loan	CalWorks	TBD	TBD										
2019-2020 CalWORKs Work Study District	CalWorks	TBD	$ 10,000										
2019-2020 Community Academic Mentoring	EOPS/CARE	$ -	$ -										
2019-20 Queiung System (eliminate student lines)	Financial Aid	$ -	$ 4,000										
2019/2020 Centralized Testing facility	PACE	$ 1,000	$ -										
2019/2020 Downtown Building (for non-student related services/departments)	Student Life	TBD	TBD										
2019/2020 Integrated Student/Staff ID Card	Student Life	TBD	TBD										
2019/2020 Student Union - Student Store, Rec. Center, Student Senate, Meeting Rooms, etc.	Student Life	$ 50,000	$ -										
2019/2020 Student Center/Quad Audio/Visual Technology - (projector, projection screen,	Student Life	$ 2,500	$ -										
2019/2020 Quad Shade Structure	Student Life	$ 10,000	$ -										
2019/2020 Sustainable Funding for Global Education Center/ Education USA (SL)	Student Life	$ -	$ 10,000										
2019/2020 School Supply Vending Machine	Student Life	$ 10,000	$ -										
2019-2020 Transfer Field Trips	Transfer Center	$ -	$ 4,700						.				
2019-2020 UC Partnership Program	Transfer Center	$ -	$ 7,000										
Associated Paperwork	Student Housing	$ 7,500	$ 10,000										
2019-2020 Residence Halls Privacy Fence Behind	Student Housing	$ 38,000	$ -										
2019-2020 Residence Hall Storage Shed	Student Housing	$ 9,375	$ -										
2019-2020 Residence Hall Study Lounge (or new	Student Housing	$ 100,000	$ -										
2019-2020 Residence Hall Commons Update (or	Student Housing	$ 100,000	$ -										
2019-2020 Residence Hall New Computer Lab	Student Housing	$ 12,000	$ -										
2019-2020 Residence Halls Update to Dorm Rooms	Student Housing	$ 147,200	$ -										
2019-2020 TRIO SSS and Veterans Center Remodel	TRIO	$ 100,000	$ -										
2019-2020 Pre-Collegiate Initiative Collaboration	TRIO	$ 100,000	$ 400,000										
2019-2020 TRIO T-Shirts	TRIO	$ 4,000	$ 500										

Category	No (0)	Low (1)	Medium (2)	High (3)
Aligns with Strategic Plan, Guided Pathways and *Vision for Success*	Has no alignment with college goals or plans	Has minimum alignment to college goals & plans	Has moderate alignment to college goals & plans	Has strong alignment with college goals & plans
Aligns with Strategic Plan, Guided Pathways and *Vision for Success*	Has no alignment with college goals or plans	Has minimum alignment to college goals & plans	Has moderate alignment to college goals & plans	Has strong alignment with college goals & plans
Related to SAO / SSLO	Was not identified in planning or area outcomes	Was mentioned in planning/area outcomes without supporting data	Was included in planning / area outcomes with medium support	Was included in planning / area outcomes with strong support
Improves student success / completion	Has no direct or indirect link to student success / completion	Has low direct or indirect link to student success / completion	Has medium link to student success / completion	Has a strong direct link to improving student success completion
Number of students affected	No students affected	Impacts a smaller, focused group of students	Impacts many students in multiple areas	Impacts students campus-wide
Improves Institutional effectiveness or efficiency	Has no cost/benefit value	Has a low cost/benefit value	Has a medium cost/benefit value	Has high cost/benefit value
Meets a safety or legislated mandate	Has no link to safety or mandate	Has a low or indirect link to safety or mandate	Has a medium link to safety or mandate	Has a strong link to safety or mandate
Criticality of the request	If unfunded there will be no disruption of service	If unfunded will have minor impact on service	If unfunded will have moderate impact on service	If unfunded will have a major impact on service
Improves Student Access	Has no direct link to improving student access	Has an indirect link to improving student access	Has a medium link to improving student access	Has a strong direct link to improving student access
Improves Student Equity	Has no direct link to improving student equity	Has an indirect link to improving student equity	Has a medium link to improving student equity	Has a strong, direct link to improving student equity

Student Services Council Initiative Priorities Ranking - Staff Requests

Identify your ranking for each of the staff requests listed below

Do not change the order of the list.

Staff Requests	Ranking
2019-2020 Staff - Employment Services Development Technician (New) (ES)	
2019-2020 Staff - Guided Pathway Counselor (New) (ES)	
2019-2020 Staff - Director of Enrollment Services (New) (ES)	
2019 - 2020 Staff - Campus Recruiter (ES)	
2019-2020 Staff - Shasta Summit – Student Success Facilitator (New Position) (ES)	
2019-20 Tehama Campus-Student Services Analyst (New Staffing) (EE/FA)	
2019-20 Tehama Campus-Student Success Facilitator -1 (Staffing) (EE/FA)	
2019-20 Tehama Campus-Student Success Facilitator-2 (Staffing) (EE/FA)	
2019-20 Veterans Resource Center- Student Services Analyst (Staffing) (FA)	
2019-20 Veterans Resource Center- Student Success Facilitator-1 (Staffing) (FA)	
2019-20 Veterans Resource Center- Student Success Facilitator-2 (Staffing) (FA)	
2019-2020 FT Classified Position (SL)	

Student Services Council Initiative Priorities Ranking	
Identify your ranking for each of the inititative requests listed below	
Do not change the order of the list.	
Initiatives	Ranking
2019-2020 Tehama Campus: Hispanic Latinx Initiative (EE)	
2019-2020 Tehama Campus: Student Lounge/Union Furniture (EE)	
2019-2020 Parking Permit - Automate Service (A&R / ES)	
2019-2020 Electronic Signature Workflow (ES)	
2019-2020 Omnibus - Institutionalize High Impact Programs (ES)	
2019-2020 CalWORKs Student Laptop Loan Program	
2019-2020 CalWORKs Work Study District Contribution	
2019-2020 Community Academic Mentoring Program (CAMP) (EOPS)	
2019-20 Queiung System (eliminate student lines) (FA)	
2019/2020 Centralized Testing facility (PACE)	
2019/2020 Downtown Building (for non-student related services/departments) (SL)	
2019/2020 Integrated Student/Staff ID Card System (SL)	
2019/2020 Student Union - Student Store, Rec. Center, Student Senate, Meeting Rooms, etc. (SL)	
2019/2020 Student Center/Quad Audio/Visual Technology - (projector, projection screen, speakers) (SL)	
2019/2020 Quad Shade Structure (SL)	
2019/2020 Sustainable Funding for Global Education Center/ Education USA (SL)	
2019/2020 School Supply Vending Machine (SL)	
2019-2020 Transfer Field Trips (TC)	
2019-2020 UC Partnership Program (TC)	
2019-2020 Residence Hall Online Contract and Associated Paperwork (SH)	
2019-2020 Residence Halls Privacy Fence Behind Dorms (SH)	
2019-2020 Residence Hall Storage Shed (SH)	
2019-2020 Residence Hall Study Lounge (or new dorms) (SH)	
2019-2020 Residence Hall Commons Update (or new dorms) (SH)	
2019-2020 Residence Hall New Computer Lab Stations (SH)	
2019-2020 Residence Halls Update to Dorm Rooms (SH)	
2019-2020 TRIO SSS and Veterans Center Remodel (TRIO)	
2019-2020 Pre-Collegiate Initiative Collaboration (TRIO)	
2019-2020 TRIO T-Shirts (TRIO)	

Category	No (0)	Low (1)	Medium (2)	High (3)
Aligns with Strategic Plan, Guided Pathways and *Vision for Success*	Has no alignment with college goals or plans	Has minimum alignment to college goals & plans	Has moderate alignment to college goals & plans	Has strong alignment with college goals & plans
Aligns with Strategic Plan, Guided Pathways and *Vision for Success*	Has no alignment with college goals or plans	Has minimum alignment to college goals & plans	Has moderate alignment to college goals & plans	Has strong alignment with college goals & plans
Related to SAO / SSLO	Was not identified in planning or area outcomes	Was mentioned in planning/area outcomes without supporting data	Was included in planning / area outcomes with medium support	Was included in planning / area outcomes with strong support
Improves student success / completion	Has no direct or indirect link to student success / completion	Has low direct or indirect link to student success / completion	Has medium link to student success / completion	Has a strong direct link to improving student success completion
Number of students affected	No students affected	Impacts a smaller, focused group of students	Impacts many students in multiple areas	Impacts students campus-wide
Improves Institutional effectiveness or efficiency	Has no cost/benefit value	Has a low cost/benefit value	Has a medium cost/benefit value	Has high cost/benefit value
Meets a safety or legislated mandate	Has no link to safety or mandate	Has a low or indirect link to safety or mandate	Has a medium link to safety or mandate	Has a strong link to safety or mandate
Criticality of the request	If unfunded there will be no disruption of service	If unfunded will have minor impact on service	If unfunded will have moderate impact on service	If unfunded will have a major impact on service
Improves Student Access	Has no direct link to improving student access	Has an indirect link to improving student access	Has a medium link to improving student access	Has a strong direct link to improving student access
Improves Student Equity	Has no direct link to improving student equity	Has an indirect link to improving student equity	Has a medium link to improving student equity	Has a strong, direct link to improving student equity

NAME: _____   SIGNATURE: _____

STUDENT SERVICES ANNUAL AREA PLAN INITITATIVES PRIORITY SCALE
Instructions:This priority setting scale requires that you compare each initiative to one another, i.e. initiative #1 compares with #2, #3, and #4.

1. 19-20 Staff Employment Services Development Technician (New) (ES)

2. 19-20 Staff – Guided Pathway Counselor (New) (ES)
    1
    2

3. 19-20 Staff – Director of Enrollment Services (New) (ES)
    1   2
    3   3

4. 19-20 Staff – Campus Recruiter (ES)
    1   2   3
    4   4   4

5. 19-20 Staff – Shasta Summit – Student Success Facilitator (New) (ES)
    1   2   3   4
    5   5   5   5

6. 19-20 Tehama Campus – Student Services Analyst (New) (EE/FA)
    1   2   3   4   5
    6   6   6   6   6

7. 19-20 Tehama Campus – Student Success Facilitator-1(New) (EE/FA)
    1   2   3   4   5   6
    7   7   7   7   7   7

8. 19-20 Tehama Campus – Student Success Facilitator-2 (New) (EE/FA
    1   2   3   4   5   6   7
    8   8   8   8   8   8   8

9. 19-20 Veterans Resource Center – Student Services Analyst (FA)
    1   2   3   4   5   6   7   8
    9   9   9   9   9   9   9   9

10. 19-20 Veterans Resource Center – Student Success Facilitator-1 (FA)
    1   2   3   4   5   6   7   8   9
    10   10   10   10   10   10   10   10   10

11. 19-20 Veterans Resource Center – Student Success Facilitator-2 (FA)
    1   2   3   4   5   6   7   8   9   10
    11   11   11   11   11   11   11   11   11   11

12. 19-20 FT Classified Position (Dependent on SU approval) (SL)
    1   2   3   4   5   6   7   8   9   10   11
    12   12   12   12   12   12   12   12   12   12   12

1   2   3   4   5   6   7   8   9   10   11   12

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NAME: _____   SIGNATURE: _____

STUDENT SERVICES ANNUAL AREA PLAN INITITATIVES PRIORITY SCALE
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1. 19-20 Staff Employment Services Development Technician (New) (ES)

2. 19-20 Staff – Guided Pathway Counselor (New) (ES)
   1
   2

3. 19-20 Staff – Director of Enrollment Services (New) (ES)
   1   2
   3   3

4. 19-20 Staff – Campus Recruiter (ES)
   1   2   3
   4   4   4

5. 19-20 Staff – Shasta Summit – Student Success Facilitator (New) (ES)
   1   2   3   4
   5   5   5   5

6. 19-20 Tehama Campus – Student Services Analyst (New) (EE/FA)
   1   2   3   4   5
   6   6   6   6   6

7. 19-20 Tehama Campus – Student Success Facilitator-1(New) (EE/FA)
   1   2   3   4   5   6
   7   7   7   7   7   7

8. 19-20 Tehama Campus – Student Success Facilitator-2 (New) (EE/FA
   1   2   3   4   5   6   7
   8   8   8   8   8   8   8

9. 19-20 Veterans Resource Center – Student Services Analyst (FA)
   1   2   3   4   5   6   7   8
   9   9   9   9   9   9   9   9

10. 19-20 Veterans Resource Center – Student Success Facilitator-1 (FA)
    1   2   3   4   5   6   7   8   9
    10   10   10   10   10   10   10   10   10

11. 19-20 Veterans Resource Center – Student Success Facilitator-2 (FA)
    1   2   3   4   5   6   7   8   9   10
    11   11   11   11   11   11   11   11   11   11

12. 19-20 FT Classified Position (Dependent on SU approval) (SL)
    1   2   3   4   5   6   7   8   9   10   11
    12   12   12   12   12   12   12   12   12   12

1   2   3   4   5   6   7   8   9   10   11   12

___   ___   ___   ___   ___   ___   ___   ___   ___   ___   ___   ___

NAME: _____   SIGNATURE: _____

STUDENT SERVICES ANNUAL AREA PLAN INITITATIVES PRIORITY SCALE
Instructions:This priority setting scale requires that you compare each initiative to one another, i.e. initiative #1 compares with #2, #3, and #4.

1. 19-20 Tehama Campus:
    Hispanic Latinx Initiative (EE)

2. 19-20 Tehama Campus:
    Student Lounge/Furniture (EE)   1
                                           2

3   19-20 Parking Permit
    -Automated Service (A&R / ES)   1   2
                                           3   3

4   19-20 Electronic Signature Workflow (ES)   1   2   3
                                                 4   4   4

5   19-20 Omnibus- Institutionalize
    High Impact Prog (ES)   1   2   3   4
                                           5   5   5   5

6   19-20 CalWORKs Student Laptop Loan Prog.   1   2   3   4   5
                                               6   6   6   6   6

7   19-20 CalWORKs Work Study District Contr.   1   2   3   4   5   6
                                                7   7   7   7   7   7

8   19-20 Community Academic
    Mentoring Prog (EOPS).   1   2   3   4   5   6   7
                                           8   8   8   8   8   8   8

9   19-20 Queuing System (eliminate lines) (FA)   1   2   3   4   5   6   7   8
                                                  9   9   9   9   9   9   9   9

10 19-20 Centralized Testing Facility (PACE)   1   2   3   4   5   6   7   8   9
                                                10   10   10   10   10   10   10   10   10

11 19-20 Downtown Building (non-related student
    services/departments (SL)   1   2   3   4   5   6   7   8   9   10
                                           11   11   11   11   11   11   11   11   11   11

12 19-20 Integrated Student/Staff ID
    Card System (SL)   1   2   3   4   5   6   7   8   9   10   11
                                           12   12   12   12   12   12   12   12   12   12   12

13 19-20 Student Union-Student Store, Rec.
    Center, Student Senate, Meeting Rooms (SL)   1   2   3   4   5   6   7   8   9   10   11   12
                                                 13   13   13   13   13   13   13   13   13   13   13   13

14 19-20 Student Center/Quad Audio/Visual
    Technology projector, projection screen,
    speakers.) (SL)   1   2   3   4   5   6   7   8   9   10   11   12   13
                                           14   14   14   14   14   14   14   14   14   14   14   14   14

15 19-20 Quad Shade Structure (SL) _____

1 2 3 4 5 6 7 8 9 10 11 12 13 14
15 15 15 15 15 15 15 15 15 15 15 15 15 15

16. 19-20 Sustainable Funding for Global Ed /Education Center USA (SL)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15
16 16 16 16 16 16 16 16 16 16 16 16 16 16 16

17. 19-20 School Supply Vending Machine (SL)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16
17 17 17 17 17 17 17 17 17 17 17 17 17 17 17 17

18. 19-20 Transfer Field Trips (TC)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17
18 18 18 18 18 18 18 18 18 18 18 18 18 18 18 18 18

19. 19-20 UC Partnership (TC)_____

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18
19 19 19 19 19 19 19 19 19 19 19 19 19 19 19 19 19 19

20. 19-20 Residence Halls Online Contract And associated paperwork (SH)____

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19
20 20 20 20 20 20 20 20 20 20 20 20 20 20 20 20 20 20 20

21. 19-20 Residence Halls Privacy Fence Behind Dorms (SH)_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20
21 21 21 21 21 21 21 21 21 21 21 21 21 21 21 21 21 21 21 21

22. 19-20 Residency Hall Storage Shed (SH)_

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21
22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22 22

23. 19-20 Residence Hall Study Lounge (SH)___

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22
23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23 23

24. 19-20 Residence Halls Commons Updates (SH)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23
24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24 24

25. 19-20 Residence halls New Computer Lab Stations (SH)_____

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24
25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25 25

26. 19-20 Residence Halls Update to Dorm Rooms (SH)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25
26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26 26

27. 19-20 TRIO and Veterans Center Remodel (TRIO)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26
27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27 27

28. 19-20 Pre-Collegiate Initiative Collaboration (TRIO)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27
28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28 28

29. 19-20 T-Shirts for TRIO (TRIO)_____

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29 29

1 _____ 2 _____ 3 _____ 4 _____ 5 _____ 6 _____ 7 _____ 8 _____ 9 _____ 10 _____ 11 _____ 12 _____ 13 _____ 14 _____ 15 _____ 16 _____ 17 _____ 18 _____ 19 _____ 20 _____ 21 _____

22 _____ 23 _____ 24 _____ 25 _____ 26 _____ 27 _____ 28 _____ 29 _____