

# **STUDENT SERVICES COUNCIL**

SUMMARY NOTES

DATE- February 13, 2013

9:00 A.M. --- ROOM #2314

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**Present:** Kevin O’Rorke, Connie Barton, Nancy Berkey, Liz Kohn, Sylvia Ruano, Sandra Hamilton Slane, Sheree Whaley, Sherry Nicholas

**Absent:** None

**Guests:** None

**Budget – Development and Timeline for 2013-14-** Kevin reviewed the timeline with the council.

**Strategic Plan Update Timeline March 2013-** Kevin reviewed the timeline with the council. The council will come up with Best Practices for strategic objective 2.3. Kevin will consolidate all. The council will send information to Sherry, who will start the template and organization of data that will be presented to College Council in May.

**TracDat SSLOs and SAOs- updates- (handout).** This is information about Best Practices that will be included in the catalog. Each area to submit a brief paragraph to the VP Office by the end of February. Sherry must submit info to the VP of Academic Affairs Office by March 1 in order for this data to be included in the upcoming catalog.

**Federal Work Study update-** Sandra gave brief overview of the following information. FA will send out an announcement for student worker requests by the end of March.

- 56 placements on campus (5 for America Reads)

5	Tehama
12	Student Services
10.5	Business Services
29	Instructional

\$ 87,904 total expenditures in fall (\$75,000 for the district)

\$1133 avg earned / student

141 hours work 141.6746 Average # credits enrolled – 12.6

**Foster Kinship Care moving to HSUC-** Kevin will be meeting and planning for the relocation of this program. The plan is to relocate Foster Kinship to the downtown HSUC building in the next month.

**CALWORKS- Hiring position has been approved-** The position for is no longer a Director position. The job description has been rewritten as a coordinator position. Kevin will be moving forward with forming a hiring committee and getting this position filled towards the end of the Fall semester. The new position starts July 1.

**Gateway to College Grant-**Nancy gave an update on the status of Gateway and the positions it will be filling; Resource specialist, Data person, Eng and Math faculty and potentially a student success instructor. They continue to work on the details of the grant with the Shasta Union High School District.

**Newly appointed interim for Talent Search/Dual Enrollment- Liz Kohn-** Welcome Liz.

**Prioritizes Initiatives-** Kevin gave a brief update of the status of all initiatives that are currently being reviewed and prioritized by the College Council.

## **COMMITTEE REPORTS / AREA UPDATES-**

Connie reported that FA is in the process of doing outreach events, and all is going well.

**OTHER** –Kevin shared the following information:

Faculty Hiring Committee re-ranked the remaining positions from the list prepared in October:

- English (Byrne vacancy)
- Psychology
- Math #3
- English #2
- Political Science
- CIS
- ASL
- Forestry

Meeting ended: TIME 11:02 a.m.

Attachments:

SAO/SSLO 4 Column Report  
Shasta College  
Activities (SSV) - Assessment

SSLOs / SAOs	Means of Assessment & Criteria for Success across all sections / Resources Needed	Results	Application of Results & Follow-Up
Activities (SSV) - Assessment - SAO - Accurate placement codes - Assessment Center staff will collaborate with Counseling faculty to define placement codes discreetly in order to increase accuracy of placement levels SSLO/SAO Assessment Cycles: 2012-2013 Start Date: 12/01/2012 SSLO/SAO Status: Active	<b>Means of Assessment and scoring</b> Define placement codes used in SARS and Datatel and train users in accurate application of codes. Select a random sample of electronic files for review. <b>Assessment Type:</b> Data Collection <b>Criterion for Success across all sections:</b> Ninety percent of files selected for review will reflect accurate coding.		