

STUDENT SERVICES COUNCIL

SUMMARY NOTES

DATE May 1, 2013

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

Present: Kevin O'Rorke, Connie Barton, Nancy Berkey, Sylvia Ruano, Sandra Hamilton Slane, Sheree Whaley, Sherry Nicholas

Absent: Liz Kohn

Guests: None

Federal Work Study Request- Connie and Sandra reported that all requests have been submitted and FA is in the process of placing students for Fall 2013. There may be a little more funding for the work study students than the last couple of years.

SLO Assessments- Updates from all areas—Kevin reminded all the importance of continuing to gather data and do their reporting in Tracdat. The group continues to do updates. Sandra said if anyone runs into issues with Tracdat to let her know and she'll walk them through the steps.

Participatory Governance Manual- Update- Kevin asked if all had reviewed the draft that was sent out before the meeting. Kevin asked that all feedback be sent to Sherry for inclusion. Final draft is scheduled to go to College Council on May 21.

Ideas on generating FTES for Summer and Fall- Kevin asked for ideas on generating FTES, the following was a bullet list of ideas shared by SSC:

- HS Counselor visits- So far 8 high schools have been visited.
- Target groups who have gone through assessment
- Emails- follow up work on email a general announcement about summer registration
- Liz and Sylvia to set meeting with principals and counselors about increased course offering—GET THE WORD OUT
- Date cards
- Radio Ads- Record Searchlight- Mobile Apps
- Link for summer schedule off the homepage
- Live video chat w/counselors
- Get clear CT pathways for dual enrollment programs
- Make priority registration available for certain groups
- Put link on MYSHASTA for course offerings/schedule
- Be present at major community events such as – 3 on 3 Basketball Tournament, Rodeo, Market Fest.
- Put banners at target location in the community

Strategic Plan 2.3- Drafts from all areas- Kevin asked that all have their information to Sherry by this Friday, so that she can submit to IT. The final DRAFT will go to College Council on May 21. Sherry will design a standard template and send out to the council today.

COMMITTEE REPORTS - None

OTHER –The website platform has moved from CMS to SharePoint. Many updates are needed, and links are broken. Trainings are still available through Michael Sumption.

Meeting ended: TIME 10:45 a.m.