

**Student Services Council
Meeting Minutes**

April 15, 2015

2:00 pm – 4:00 p.m. Student Services Center, I4-402

ATTENDEES	Julie Barnes, Chair	Ashanti Hands	Monica Romero
	Ailene Crakes	Jill Jansen	Carol Sampaga
	Monica Demcho	Leroy Johnson	Cheri Sawyer
	Genevieve Esguerra	Suzanne Khambata	Susan Topham
	Pilar Ezeta	Trina Larson (Rec Sec)	Jesus Escudero

AGENDA ITEM A: One-Minute Positives

COMMENTS	The Career Opportunities Expo has gotten great faculty support. We've chosen our commencement speaker for this year. We held a women veteran's panel that was very powerful. DSPS has received equity monies for tutoring which is going really well. One transfer student has received over 1,600 views of her photo booth photo.
-----------------	--

AGENDA ITEM B: Review of Meeting Minutes

COMMENTS	Meeting minutes from March 18 were approved.
-----------------	--

AGENDA ITEM C: SLO Outcome Series: "Dialogue about the Results" & the Transfer Plan

COMMENTS	<p>Transfer Plan</p> <p>Most students enter the college hoping to transfer, and yet only a portion of these students achieve it. The Transfer Plan is a statewide, mandated, and comprehensive transfer report. The transfer of every student who desires it, especially underrepresented students, is an important part of the mission of the community college.</p>
-----------------	--

AGENDA ITEM C: SLO Outcome Series: “Dialogue about the Results” (con’t)

<p>COMMENTS</p>	<p>Transfer Center - SLO Outcome Assessment</p> <p>Evaluation Instruments, Distribution, and Response</p> <ul style="list-style-type: none">• Transfer Center annual survey which queries students about seven department SLOs• Workshop surveys for workshops related to things like UC TAG, SDSU admissions appeals• Students are emailed these instruments. About 30% of students respond. <p>Results</p> <ul style="list-style-type: none">• Students were requesting that we have more bus trips. So we’ve scheduled more trips.• Some students felt there wasn’t enough information about transferring to private schools. So we’ve updated our workshops to include this. <p>Leroy will send the Transfer Plan to the committee so we have the SLOs and the expected outcomes at hand.</p>
------------------------	---

AGENDA ITEM D: Student Success and Equity

<p>UPDATES</p>	<p>Student Success and Support Program</p> <ul style="list-style-type: none">• The District tracks our efforts in relation to SSSP and produces a monthly report. When we began, the percentage of Mesa students who were fully matriculated was low. Our numbers have since increased, demonstrating the effectiveness of the strategies we’re implemented by Counseling and Student Development. (Matriculation requires that students have completed assessment, orientation, and an abbreviated ed plan.)• For 15-16, we want to develop our own pre-assessment, captioned, video workshops. We want to make sure they capture students’ language and interests. We also want to reinstitute face-to-face orientation sessions since students learn differently. We may offer Saturday workshop events. Counseling is proposing a “zipline” ed plan program through which students can register for group workshops during peak registration periods, rather than waiting to see a counselor for 3-4 hours.• Follow-up/Intervention: We want to take a triage approach to students’ levels of academic standing so we can address students’ specific needs. We also want to initiate “Robo Call Reminders” to follow-up with students two weeks after their counseling appointments.
-----------------------	--

	<p>Student Equity</p> <ul style="list-style-type: none"> • We received good feedback on our Equity Plan from a panel of more than 30 readers. This will help us developing our plan next year. • This is a year of inquiry – a year to review and reflect on our gaps. • We’ll need to revisit our data to see where the gaps are and what kinds of programs/activities/services we might offer. • We continue engaging with our partners, like CUE and the Minority Male Community College Collaborative to create professional development and encourage transformation as it relates to equity. • We’re supporting tutoring efforts, events, and a pilot program for adjunct faculty to help them define learning spaces and to begin to connect and interact with students outside of the classroom. We will specifically address disproportionately impacted students. <p>Title V/Hispanic Serving Institutions Program</p> <ul style="list-style-type: none"> • We’re an HSI – what does this mean internally? Discipline faculty are being so innovative and are so energized. We’re engaged in campus employee development including instituting an HSI speaker series. The CED Task Force is working on developing a strategic plan for the campus.
--	--

AGENDA ITEM E: Institutional Effectiveness

UPDATES	<p>Planning and Institutional Effectiveness (PIE)</p> <ul style="list-style-type: none"> • PIE is revising the visual model for campus planning. • We have a dashboard for our KPI assessment; we’re looking at setting benchmarks. • PIE has seen the FHP and BARC priority lists. • The graduation survey has gone out which serves to assess ILO. <p>Budget and Resource Allocation Committee (BARC)</p> <ul style="list-style-type: none"> • BARC has created its priority list. <p>Learning Assessment Task Force (LATF)</p> <ul style="list-style-type: none"> • No update <p>Point of Service Surveys, 2014-2015</p> <ul style="list-style-type: none"> • Reminder: Bri sent out a survey to SS folks to help the District develop the POS surveys. <p>Program Review/Hands</p> <ul style="list-style-type: none"> • Taskstream has been reopened so areas can fill in gaps as needed.
----------------	---

AGENDA ITEM F: General Items

UPDATES	<p>Fall Hours</p> <ul style="list-style-type: none">• We will be moving to expanded hours in the fall. This impacts Admissions, Counseling, Financial Aid and Accounting. This will begin August 10. These departments will be open until 7:00 pm M-Th. <p>Enterprise Resource Planning (ERP) Project Update</p> <ul style="list-style-type: none">• No update.
----------------	---

AGENDA ITEM G: Roundtable and Committee Updates

UPDATES	<p>District SSC/Barnes</p> <ul style="list-style-type: none">• The Strengthening High School Pathways newsletter goes out twice a year.• Many policies and procedures are being updated and added. Small teams are working on APs and BPs. We'll share these as they are developed.• High schools: Lynn Neault will be looking at our many high school partnerships to consider which MOUs and agreements might be updated. We're looking at MET, Kearny Fast Track, for example. Clairemont is breaking up into four mini-schools. They're aligning some of what they're doing in their schools with our CTE programs. After commencement, the work to update our agreements in light of such changes will begin in earnest. <p>Admissions, Veterans, and Records</p> <ul style="list-style-type: none">• Class schedules will be on campus soon.• Application deadline: April 30.• There are no fee deferments for summer classes.• We had 26,791 students in spring.• Julie will ask Tim for summer enrollment projections. <p>Academic Skills Center/Sampaga</p> <ul style="list-style-type: none">• The center is very busy given the post-W deadline <p>ASG</p> <ul style="list-style-type: none">• ASG elections are ongoing; applications are due Friday. <p>Financial Aid/Ezeta</p> <ul style="list-style-type: none">• Friday, April 17, she has the first meeting with the state re: the bachelors program• Internal audit was great – we had no findings
----------------	---

AGENDA ITEM G: Roundtable and Committee Updates (con't)

<p>UPDATES</p>	<p>Outreach/Esguerra</p> <ul style="list-style-type: none">• Outreach is busy with pre-assessment workshops.• The last Parent's Night in English will be held next week.• The last Parent's Night in Spanish will be held in 2-3 weeks. <p>Student Health Services/Khambata</p> <ul style="list-style-type: none">• SHS is very busy, stressful time. Direct students who are experiencing stress or difficulty to a SHS service, event, or workshop. <p>Transfer/Johnson</p> <p>Bus trips to UCLA and Long Beach next Friday.</p>
-----------------------	--

*Meetings will resume in the fall.
Have a GREAT summer!*