

Student Services Council  
Meeting Notes

April 16, 2014  
2:00 pm – 4:00 p.m. Student  
Services Center, I4-402

<b>ATTENDEES</b>	Julie Barnes, Chair	Jill Jansen	Susan Topham
	Ivonne Alvarez	Leroy Johnson	Trina Larson (Recording Sec)
	Danene Brown	Suzanne Khambata	<i>Not in attendance</i>
	Ailene Crakes	Marichu Magaña	Genevieve Esguerra
	Claudia Cuz-Flores	Gilda Maldonado	Pedro Olvera
	Lynn Dang	Tim McGrath	Carol Sampaga
	Ashanti Hands	Monica Romero	

**AGENDA ITEM A: Review of Meeting Notes**

<b>COMMENTS</b>	March 19 <sup>th</sup> Meeting Notes Approved
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**AGENDA ITEM B: One-Minute Positives**

<b>COMMENTS</b>	<p>Congratulations to Gilda Maldonado for winning the 2014 CCCSFAAA Leadership Award for her significant contributions to the Financial Aid field. Sarah Farmer was named as one of the top students in the nation, having received the 2014 All Academic Award. Many students have been accepted at their schools of choice and it's exciting to see them in the Transfer Center. SHS saw over 400 students in the Tents of Truth and they find the conversation is getting more intelligent every year. STAR TRiO students will be presenting at an upcoming Student Leadership Conference.</p>
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**AGENDA ITEM C: Student Success & Equity Updates**

<b>UPDATES</b>	<p><b>Student Success and Support Program (SSSP):</b></p> <ul style="list-style-type: none"> <li>• Students are piloting the online orientation and are enthusiastic.</li> <li>• SSSP Plan: Before the end of the semester, we'll be putting a group of SS and Instructional members together for an initial meeting. We have a 13 page template addressing each one of the areas. This needs to be completed by the end of summer, for board submission in September (Due to the CCCCO in Oct).</li> <li>• Hopefully Intelli-Response will be up and running by the end of the summer.</li> </ul> <p><b>SSSP Equity Plan:</b></p> <ul style="list-style-type: none"> <li>• We'll be submitting an equity plan annually, beginning with Fall 2014 (Due to the CCCCO in November). To frame this, a SS and Instructional group will be attending the N CORE Conference – the National Conference on Race &amp; Ethnicity (N CORE) conference (May 27-31). This will serve as a kick-off to our planning efforts.</li> <li>• USC's Center for Urban Education (CUE): They have developed a two-day</li> </ul>
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	<p>conference entitled, "Equity Planning" in partnership with CCLC, aimed specifically at California Community Colleges equity plan efforts (May 29 &amp; 30). A group from Mesa will attend.</p> <ul style="list-style-type: none"> <li>• We will hold an "Equity Brown Bag" to discuss what the equity plan is, get folks' initial thoughts on equity, and present the data that Bri has collected for us. Interested? We'll be putting a call out to SS and Instruction. Stay tuned...</li> </ul> <p><b>Title V/Hispanic Serving Institutions Update:</b></p> <ul style="list-style-type: none"> <li>• If successful, we'll receive \$3M; however, it's highly competitive this year. There will be more grants offered next year. If and when we receive the grant, we will have 1 year to develop our plans. We'll be looking at:</li> </ul> <p>Course Re-Design (including acceleration, learning communities, professional development, new pedagogy, new textbooks)</p> <ul style="list-style-type: none"> <li>▪ Basic Skills/ESL</li> <li>▪ Personal Growth</li> <li>▪ Key Gateway</li> </ul> <p>Academic &amp; Student Support</p> <ul style="list-style-type: none"> <li>▪ Structured Learning Assistance</li> <li>▪ Peer to Peer Mentoring (Navigators)</li> <li>▪ Student Engagement Center</li> <li>▪ Career Development</li> <li>▪ Summer Success Program (inc. Math Boot Camp and Parent Engagement)</li> <li>▪ Upgrade Wifi</li> </ul> <p>Faculty &amp; Staff Development</p> <ul style="list-style-type: none"> <li>▪ Strengthen student engagement through workshops/activities focused on all strategies</li> <li>▪ Faculty Engagement Center</li> </ul> <ul style="list-style-type: none"> <li>• Timeline: Draft week of April 21; to consultants April 28; Due in early May</li> </ul>
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**AGENDA ITEM D: Accreditation Update**

<p><b>UPDATES</b></p>	<p>ACCJC has issued a draft revision of the accreditation standards. They are now being vetted by the public (deadline April 30; will know new standards by July). We reviewed the recommendations we received last time at yesterday's PCab. You can find these on the ACCJC.org website.</p> <p>For our accreditation process, we want to be "radically inclusive." Will have a brown bag on April 29. We might create a grid of ways to get involved: Accred/PIE/SSSP</p>
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**AGENDA ITEM E: Foster Youth and Veterans Efforts Update**

<p><b>COMMENTS</b></p>	<p>We'll just look at overall recommendations made by our foster youth and veterans consultant for broad themes so we can determine OUR focus for supporting students intentionally and purposefully. One of the takeaways was that improving services for some students improves services for all students. This includes undocumented and other students. We will be creating a new liaison position, an SSA in the FA office.</p>
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## AGENDA ITEM F: Institutional Effectiveness Updates

<b>UPDATES</b>	<p><b>Program Review Committee (Hands):</b></p> <ul style="list-style-type: none"><li>• We will be adding many more program reviews to the process; we may need more liaisons. Over the years, the committee has worked to ensure that departments follow processes and make complete submissions. Do we need more folks to do this work or should we try to rework roles? This is an ongoing conversation.</li><li>• Our comprehensive program review process aligns every department on the same review cycle and includes more comprehensive questions. Developing this is also an ongoing process. The driving principle: we want it to be meaningful and useful to inform improvements and resource allocation.</li></ul> <p><b>Planning and Institutional Effectiveness Committee – PIE (Romero):</b></p> <ul style="list-style-type: none"><li>• At the last meeting, folks presented our CHP prioritization list which will go to President’s Cabinet for approval, and we prepared for the President’s Cabinet Retreat/Educational Master Plan development. A draft plan will go out.</li></ul> <p><b>Budget and Allocation Recommendation Committee – BARC (Dang):</b></p> <ul style="list-style-type: none"><li>• BARC met and will be changing the rubric. We will develop a new form similar to the CHP and FHP forms. We’re waiting for President to approve BARC requests.</li></ul> <p><b>Learning Assessment Task Force – LAFT (Magaña/Barnes):</b></p> <ul style="list-style-type: none"><li>• We’ll have the updated ILO definitions available at the next MSSC meeting.</li><li>• These will be approved by PIE at the next meeting.</li></ul>
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## AGENDA ITEM H: Roundtable

<b>PROGRAM UPDATES</b>	<p><u>Student Affairs/Hands:</u> Please donate scholarship baskets by this Thursday; actual event is a week from Friday. You can buy your Scholarship Banquet tickets online. Deadline to purchase tickets is April 18.</p> <p><u>Instruction/Brown:</u> Faculty want to know more about the ed plan mandate; they want to support the cause.</p> <p><u>DSPS/Jansen:</u> Since VA work-study hours are an educational benefit, and not for pay, Veterans work-studies are no longer bound to the 25-hour limitation. They can work 40 hours/week; however, they’re still awarded a limited number of hours each semester that can be used to the end of the semester – allocation is still an issue. Susan will work with Kathy and get something out. Service Animal Verification: Ask two questions per the handout; we do not allow comfort animals on campus, period.</p> <p><u>Student Development/Topham:</u> We’re working with Lina to develop an ed plan campaign.</p> <p><u>Instruction/McGrath:</u> We’ll have 450 sections scheduled this summer; we might add more depending on FTES. There is no facilities money or hiring money without growth in FTES.</p>
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The Enrollment Management Team, composed of six faculty or chairs and all of the deans, will receive fifteen hours of training and will meet 6-7 times to look at the numbers collegially. Pam Deegan is the authority on enrollment management. We need to get the best return for each one of our sections.

We'll be opening up to HS enrollment using the yellow form. This will include HS students from high schools with which we do and don't have MOUs.

Student Health Services/Khambata: SHS is very busy; we're seeing lots of cold/flu and mental health problems are very severe. There'll be a QPR class coming up April 21-22. We can also arrange for group to come to offices. Free lunch; one hour.  
Upcoming Events: Veterans Health Fair May 8<sup>th</sup>. Comfort tent, last two weeks of school.

Admissions/Records & Veterans/Alvarez: This summer, SDSU will take our students on a cross-enrollment basis. Students are being warned to complete this process early. We will certify them as long as the class they want to take is not offered at Mesa. If the class is offered at Mesa, we will speak with students to determine why they're not taking the class at Mesa.

Transfer/Johnson: SDEC Transfer Options Day will be held on May 8<sup>th</sup>. Colleges will be approving on-the-spot admissions. Transfer Recognition Luncheon will be held May 13<sup>th</sup>. We're doing appeals now for SDSU and UCs.

Financial Aid/Maldonado: FA is continuing with 13-14 financial aid processing; 14-15 hasn't been downloaded yet.

STAR/Magaña: STAR is no longer accepting students; we're over our numbers. We will accept students for Fall again, however. Nellie Dougherty will be the chair of EOPS and STAR starting in the Fall.

Articulation/Cuz: Accreditation just completed the philosophy ADT.

Career/Romero: New career workshops are being offered. Career Expo is upcoming.

Evaluations/Romero: 164 students registered for Commencement

**Next Meeting: Wednesday, May 21, 2014, 2 pm – 4 pm**  
**2014 Calendar: 3<sup>rd</sup> Wednesdays, 2:00-4:00, I4-402 (except as noted\*)**