

Student Services Council
Meeting Notes

May 21, 2014
2:00 pm – 4:00 p.m.
Student Services Center, 14-402

ATTENDEES	Julie Barnes, Chair	Ashanti Hands	Susan Topham
	Ivonne Alvarez	Jill Jansen	<i>absent</i>
	Danene Brown	Leroy Johnson	Marichu Magaña
	Ailene Crakes	Trina Larson (Recording Sec)	Pedro Olvera
	Claudia Cuz-Flores	Gilda Maldonado	
	Lynn Dang	Tim McGrath	
	Genevieve Esguerra	Monica Romero	

AGENDA ITEM A: Review of Meeting Notes

COMMENTS	April 16 meeting notes approved
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AGENDA ITEM B: One-Minute Positives

COMMENTS	Celebrating graduation, new hires, and robust summer enrollment!
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AGENDA ITEM C: Roundtable

PROGRAM UPDATES	<p><u>Instruction/Brown</u>: Let's keep an eye on our students. There are lots of deaths and tragic accidents at this time of year.</p> <p><u>Student Affairs/Hands</u>: Note that colleges don't offer fee deferments through the summer. Thanks for your support of Commencement.</p> <p><u>Career/Romero</u>: Workshops still going strong.</p> <p><u>Evaluations/Romero</u>: It's nice to see the increased number of students seeking degrees and certificates - about 1,400 this year; this is up from last year.</p> <p><u>Outreach/Esguerra</u>: Outreach just coordinated a Parent Information Night on May 8. 49 people signed up; 48 people attended. The parents were very interested in the information presented. We're gearing up for Cash In for Community College on Saturday, June 7. We expect lots of participation (it is required for all 268 FYE students). We will begin interviews for next year's Student Ambassadors the second week of June.</p> <p><u>Accounting/Dang</u>: Students are starting to pick up scholarship checks.</p>
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	<p><u>Instruction/McGrath</u>: The biggest news is Jill Baker's retirement. Having two significant retirements in a short time is such an adjustment for Mesa.</p> <p><u>Transfer/Johnson</u>: See Transfer Dates and Deadlines, attached.</p> <p><u>Counseling/Crakes & Plandor</u>: We completed training for new SQSS screen. This will be rolled out by July 1st. We'll also be offering a FLEX training event. We're gearing up for meeting SSSP mandates.</p> <p><u>Testing/Plandor</u>: We have two NANCEs supporting Testing. Volume is up.</p> <p><u>Articulation/Cuz</u>: We're preparing to close the Articulation Office for the summer.</p> <p><u>DSPS/Jansen</u>: We're hiring, and our office is extremely busy with test proctoring. Our numbers are up department-wide.</p> <p><u>Student Health Services/Khambata</u>: There are so many students depressed and suicidal. Many students are sick with the spring cold. We lost our NANCE's and a contract person. This has been a testament to how we all come together.</p> <p><u>Admissions/Veterans & Records</u>: We are still waiting to get a concurrent enrollment form on the website to accommodate HS students who want to attend Mesa. In the absence of international admissions staff at City, we are working with international students interested in attending City. There's a similar problem with students seeking residency.</p> <p><u>Financial Aid/Maldonado</u>: We've downloaded 14-15 FAFSA's and are working through glitches. We are awarding summer Pell Grants to those who have remaining funds. Full-time students will have \$500.00 available in the bookstore. We will be able to run SAP by the end of June if all faculty get their grades in by June 7.</p>
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AGENDA ITEM D: Student Success & Equity Updates

<p>UPDATES</p>	<p>Summer Planning Efforts:</p> <ul style="list-style-type: none"> • We've spent the last year scaling and improving upon the "Core 3" services outlined in the new regulations including: Assessment, Orientation, and Ed Planning. We've returned to some of the high schools to offer assessment and have included new prep workshops; the new online orientation and advising avatar will be launched this summer; we've also launched an Ed Plan campaign to encourage students to complete an Ed Plan. With regard to technology, we've just released the new iMesa mobile app; will be working on an intuitive FAQ system called Intelliresponse; and will launch a New Student website soon. This summer, we will draft the 2014-15 SSSP Plan with Susan Topham and Ailene Crakes serving lead writers. The counseling faculty will be instrumental in the development of this plan. • We are currently completing abbreviated ed plans during walk-in appointments. Slowly but surely.
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	<p>New Student Success and Equity Committee:</p> <ul style="list-style-type: none"> • We have three faculty members attending NCORE, and six will attend the USC CUE Conference to help support our equity efforts. Ashanti will provide administrative support. Jill Moreno Ikari will serve as faculty lead. • A new Student Success & Equity Committee will be established in Fall 2014. The purpose of this committee will be to advise in the development and implementation of the SSSP and Student Equity Plans. The committee will also serve as a platform to promote dialogue and integrate student success and equity efforts campus-wide. The committee will work in collaboration with various committees such as Basic Skills, Academic Affairs, the Diversity Committee, the Global Awareness Committee, and the Student Service Council. Stay tuned for more in fall.
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AGENDA ITEM E: Institutional Effectiveness Updates

<p>UPDATES</p>	<p>Accreditation:</p> <ul style="list-style-type: none"> • Pam has sent an email requesting volunteers to act as tri-chairs and writers for each standard. We'll kick-off in fall. <p>Educational Master Plan:</p> <ul style="list-style-type: none"> • The Education Master Plan is available for review on the Institutional Effectiveness website. When we do our work in the summer, we'll align with strategies cited in the Educational Master Plan <p>Program Review:</p> <ul style="list-style-type: none"> • The Program Review Committee has developed a new timeline and calendar. Program Reviews will now be due in February rather than in December. The calendars include dates allowing time for supervisors and managers to review. • We're going to provide two tiers of training: 1) sessions for seasoned lead writers and 2) sessions for newer lead writers. • There will be a call for new liaisons. • See draft template for Comprehensive Program Review 2014-2015. • Within SS, we'll talk about how we might approach these questions. • You'll be able to get into the system July 1, but training won't begin until fall. • We may look at developing a distinct instrument for all of student services. Otherwise, administrators will be reviewed using the Administrative Services instrument. • Please input 13-14 SLOs into Taskstream. <p>Planning and Institutional Effectiveness (PIE):</p> <ul style="list-style-type: none"> • A new college mission statement was approved at President's Cabinet on May 20th. It will be posted online soon. • Bri created a report on evaluating our integrated planning. • An updated CHP Prioritization Position Request form has been approved (see attached)
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	<p>Budget and Allocation Recommendation Committee (BARC):</p> <ul style="list-style-type: none"> • The BARC Request Form, BARC Manager Recommendation Form, and Allocation Prioritization Rubric were distributed (see attached). These will be loaded into Taskstream. Do not use these forms for IT requests. • We need a SS rep on the IT committee (Dave Fierro/Rachelle Agatha chair). • Where is the Facilities List? We will clarify this in future. • What was funded via BARC? It would help to know. <p>Learning Assessment Task Force (LATF):</p> <ul style="list-style-type: none"> • See final ILO operational definitions (attached). <p>Faculty Hiring Priority Committee List (FHP):</p> <ul style="list-style-type: none"> • See the final list approved at President’s Cabinet on 5/20.
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AGENDA ITEM F: General Updates

UPDATES	<p>Service Hours:</p> <ul style="list-style-type: none"> • Summer hours begin the week of June 2nd. Friday hours will be 8:00-3:00. There will not be Saturday hours in summer. <p>Concurrent Enrollment:</p> <ul style="list-style-type: none"> • Gail sent an email today with the form. If there are any classes left during open enrollment, HS students will be able to enroll concurrently. Julie will ask Gail to post what we have at this time. Perhaps, we can develop some FAQs. • What is the process for special ed students who can be associated with high schools until they’re 22? Julie will discuss with Gail. Tim says students will have to deal with this at their high schools. If a student cannot work in a college environment, then San Diego Unified needs to make the call as to what to do. <p>Unit Maximums – Summer 2014; Fall 2014:</p> <ul style="list-style-type: none"> • These maximums will change: 12 units in summer, 20 in the fall. <p>Summer Retreat(s):</p> <ul style="list-style-type: none"> • We will hold an MSSC Retreat toward the end of June – mid-July. Point Loma was nice.
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ACTION ITEMS	PERSON(S) RESPONSIBLE	DEADLINE
<i>None</i>		

Next Meeting: Wednesday, October 15, 2014, 2 pm – 4 pm
2014-2015 Calendar Formula: 3rd Wednesdays, 2:00-4:00, I4-402