

Student Services Council  
Meeting Minutes

May 20, 2015

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

|                  |                     |                        |               |
|------------------|---------------------|------------------------|---------------|
| <b>ATTENDEES</b> | Julie Barnes, Chair | Jill Jansen            | Pedro Olvera  |
|                  | Nellie Dougherty    | Leroy Johnson          | Monica Romero |
|                  | Genevieve Esguerra  | Suzanne Khambata       | Carol Sampaga |
|                  | Pilar Ezeta         | Trina Larson (Rec Sec) | Susan Topham  |
|                  | Ashanti Hands       | Marichu Magaña         |               |

**AGENDA ITEM A: One-Minute Positives**

|                 |   |
|-----------------|---|
| <b>COMMENTS</b> | <p>The District is hosting a campaign, “The Summer is Back.” This has been posted in games and on other online platforms. One ambassador saw an ad featuring herself on Pandora. The ambassadors really enjoy seeing themselves in our promotional materials. Over 200 students wrote notes to faculty and staff reflecting on the support they’ve received from them. Faculty and staff have had an opportunity to respond. The notes are very powerful and a joy to read. We had a record number of students at graduation: 539 student this year, up from 350 last year.</p> |
|-----------------|---|

**AGENDA ITEM B: Review of Meeting Minutes**

|                 |  |
|-----------------|--|
| <b>COMMENTS</b> | <p>Meeting minutes from April 15 were approved with one spelling correction.</p> |
|-----------------|--|

**AGENDA ITEM C: Student Success and Equity**

|                 |   |
|-----------------|---|
| <b>COMMENTS</b> | <p>Summer Planning</p> <ul style="list-style-type: none"> <li>• We will be holding our 3<sup>rd</sup> annual SS retreat this summer, probably sometime in July. Stay tuned for possible dates.</li> <li>• We have a great opportunity to advance and improve our SSSP and Equity Plans. Our peers in the state have reviewed all 112 SSSP and Equity Plans and we’ll be getting both feedback and a new template. We’ve gone through a whole year in our work. This summer, we’ll have a great opportunity to incorporate what we’ve learned and to develop our plans. The Center for Urban Ed will help us integrate our SSSP, equity, and Title V efforts.</li> </ul> |
|-----------------|---|

### AGENDA ITEM C: Student Success and Equity (con't)

|                 |  |
|-----------------|--|
| <b>COMMENTS</b> | <p>Fall 2015</p> <ul style="list-style-type: none"><li>• In the fall we'll have the opportunity to move forward with implementation of our coordinated plans.</li><li>• We'll be paying closer attention to our data working to close the gaps with particular populations as a part of and beyond the scope of our plan.</li><li>• In working with the Minority Male Initiative, we've gathered survey results from students. We did focus groups and will try to survey more students this summer. We'll get reports, share information, and the MMI folks will develop professional development plan.</li><li>• We're recruiting for in-class tutors for basic skills English, math, and astronomy. Get the word out if you know of students who might be good fits. Why these classes? Bri recently shared a chart of gateway classes with high D, F, W rates. These are the classes that students need to progress.</li></ul> |
|-----------------|--|

### AGENDA ITEM D: Institutional Effectiveness

|                |   |
|----------------|---|
| <b>UPDATES</b> | <p>Integrated Planning Survey Report, 2014-15</p> <ul style="list-style-type: none"><li>• See handout and refer to point 4. Bri's going to be working with us to develop our data needs for student services.</li></ul> <p>KPI Goals</p> <ul style="list-style-type: none"><li>• Bri shared these yesterday at President's Cabinet. As a condition of receiving SSSP, we are required to set aspirational goals. KPIs reflect the goals we've set for ourselves. As a next step, Bri and CUE will be disaggregating our KPI data. At President's Cabinet yesterday, it became more tangible that these numbers represent our <i>students</i>. Many reflected on this at the meeting. We'll be setting our own goals in Student Services.</li></ul> <p>Hiring – Current and New</p> <ul style="list-style-type: none"><li>• Larry Maxey will begin on June 1. We will soon be launching a search for his Senior Secretary.</li><li>• Student Development will be hiring 2 more general counselors, 1 veterans' counselor, and 4 Student Services Techs. We're waiting for approval to post these.</li><li>• The Program Activity Manager apps will be reviewed on Friday.</li><li>• We'll be hiring a Student Services Coordinator/Counselor for FYE.</li><li>• We have 2<sup>nd</sup> Interviews for a Student Services Specialist the first week of June. This is an academic supervisor position.</li></ul> |
|----------------|---|

|  |  |
|--|--|
|  | <ul style="list-style-type: none"> <li>• We're in the process of hiring a DSPS counselor.</li> <li>• We'll be hiring a Student Assistance Technician for Financial Aid and a Mental Health Coordinator/Counselor.</li> </ul> <p>Future Hiring</p> <ul style="list-style-type: none"> <li>• The FHP list was approved at President's Cabinet yesterday.</li> <li>• We don't have approval yet for any of our classified positions from the CHP list. We're looking at those which align with our SSSP and Equity goals. In addition, we have a mandate to support Former Foster Youth through EOPS and our AB540 students. In thinking about approving classified positions, we'll be looking at those that fulfill those needs.</li> </ul> <p>Point of Service Surveys for Student Services – Fall 2015</p> <ul style="list-style-type: none"> <li>• Bri is working with departments to develop their surveys. This will be an ongoing survey process through which we will gather data.</li> </ul> <p>Accreditation, Summer 2015 and 2015-16</p> <ul style="list-style-type: none"> <li>• We've produced a second draft which Chris Sullivan will review and further develop over the summer. Next year, we'll be moving forward very quickly. Stay tuned.</li> </ul> |
|--|--|

**AGENDA ITEM E: Roundtable and Committee Updates**

|                |   |
|----------------|---|
| <b>UPDATES</b> | <p><i>Looking back and looking forward, would you share your reflections? What are you looking forward to next year?</i></p> <p>DSPS/Jansen</p> <ul style="list-style-type: none"> <li>• Jill will miss working with us. In her life after Mesa, she's going to work in the Chancellor's office to provide technical assistance to DSPS programs up and down the state. This is a very significant position.</li> </ul> <p>EOPS/Olvera</p> <ul style="list-style-type: none"> <li>• Pedro is retiring and moving to Nevada in 2-3 months. He's going to learn how to golf.</li> <li>• In other news, EOPS will be promoting the May 30<sup>th</sup> Foster Youth event.</li> </ul> <p>Financial Aid/Ezeta</p> <ul style="list-style-type: none"> <li>• We have the Cash in on Community College on May 30<sup>th</sup> and we've added the Foster Youth portion to it. We're excited for a successful event. Testing will be open that day. Our feeders have been contacted.</li> </ul> |
|----------------|---|

Outreach/Esguerra

- We're looking forward to next year. Soon, we're going to start calling in students who have applied to be Student Ambassadors. If you have any good candidates in mind, please direct them to Outreach.

Student Affairs/Hands

- It's been a great year. Thinking about all that is coming to fruition with Title V, CUE, and Equity, stuff is happening. New faces, new energy.

Student Development/Topham

- We're really excited about the many cross Student Services and Instruction collaborations.

Student Health Services/Khambata

- We were looking at the last two years at Mesa and thinking about how cohesive our program is because of the strength of our leadership. We have so much more information and data that informs what we do. Our planning is no longer vague. We know where we've been and where we're going.

Student Services/Barnes

- This year we're going to get a *leap second* on June 30<sup>th</sup>. That's right. We will get one extra second this year. What might we do with this time? What will you do with your extra second? What do we do with all of our seconds? How do we spend our time?