

Student Services Council Meeting Minutes
Wednesday, September 19, 2018
10:30am – 12 pm, Room 727

Present: G. Siwabessy, M. Gracia-Gonzalez, E. Spears, I. Duenas, T. Sasano

Absent: A. Velasco, M. Guzman-Aguilar, K. Reed, P. Parish, I. Larsen

Recorder: M. Boswell

I. Introductions

II. Approval of Agenda

- Approved

III. Review & Discuss Council Operating Agreement

- Update for Governance handbook
- Made changes to Positions, Updated Member Names, and all Terms to Standing
- Updated meeting schedule to once a month on Wednesdays from 10:30 am to 12 pm.
- Added PIE to Recommendations – take recommendations to higher up councils if necessary.
- Updated Work Group; keeping Student Services Outreach Materials added TBD by council as needed.
- Discussion on AdSec Workgroup that was created by Bobby over the summer; this workgroup may or may not be reestablished. As needed.
- **ACTION ITEMS:** Gen and MARRISA will update and send out to the group for final approval.

IV. Area Updates

- Counseling
 - i. Counseling has gotten over rush periods. Appointments are opening back-up.
 - ii. They have worked out the Level 1, Level 2, and Dismissal Process. Working on upcoming dates for workshops and New Student Orientations.
 - iii. Counselors have scheduling committee meeting this Friday to look at spring schedule with faculty from respective departments. They are provided with a matrix of classes take a look at the schedule to add and take away classes to balance out the schedule for students.
- Outreach & Engagement
 - i. Getting ready for fall high school presentations for juniors.
 - ii. Heavy outreach period is in the spring. Alberto, Isabel, and Ambassadors will be having presentations at the school.
 - iii. Constitution day was this past Monday. Partnered with Financial Aid.
 - iv. NP3 in Natomas has requested to bring 160 juniors onto our Campus in November. Working with facilities and team to make this happen.
 - v. Tacos for Transfer will be coordinated with Aracely. 3 or 4 UC's will be here to present and answer questions
 - vi. FYE (about 65 student cohort) had a three day orientation this year. Prior years was just one day. Students opened up and asked questions. Getting good reports from professors. Had an ice cream social last week with about 40 students in attendance.
- TriO
 - i. Wanting to collaborate with Outreach and Engagement to assist each other with getting more students involved.

- ii. Is WCC Outreach and Engagement still collaborating with Colusa for Engagement activities?
 - 1. CCC has an Outreach and Engagement Specialist who is in charge of events and works with WCC Outreach team to coordinate.
 - 2. Outreach events will be coordinated with Steve Wylie.
 - iii. *Friday, October 5, 2018* high school partners conference in Colusa.
 - 1. Email was sent by Mariella.
 - iv. Recruiting has been TRiO's biggest focus right now. Number of students that need to be recruited this year have gone up. They have had a constant flow of applications, but cannot officially accept until September.
 - v. TRiO at Colusa is still needing more students.
 - vi. Plan of action to collaborate with Outreach & Engagement with future trips.
- **DSPS**
 - i. Requested that campus tours stop at the DSPS office. Willing to do (5-15 minute) presentations about the program.
 - ii. DSPS is slowing down as well.
 - iii. Lake realignment (16-17) and Lake still needs a budget. WCC DSPS is absorbing the costs but have not received any additional funding.
 - 1. Additional staffing needs at LCC.
 - a. Used to have an LD Specialist and LD Testing. Fuse the positions together and have someone at least one day a week.
 - b. Money should have come over from YC.
 - c. Look at SSSP to cover some of the funds for the position.
- **Student Services**
 - i. A lot of things have been started, but were not finished. Gen's taking the opportunity to discover where we are at.
 - 1. SSSP – Integrated Planning – Student Centered Funding Formula (new evolution of our funding)
 - ii. Involved in Presidents Council and PIE they have been looking at EMP (Educational Master Plan) looking at the larger strategic goals, where we are as a college.
 - iii. Guided Pathways Initiative – a lot will be changing. Any engagement in these conversations that you can bring back to this committee will be helpful as Student Services will be involved in wraparound services.
 - iv. SARS reason codes – we are able to see data regarding how many students we are seeing. How many students have connected with our departments multiple times. Data for grants and funding for different departments.
- **ACTION ITEMS:** Isabel will share calendar and fliers with TRiO to coordinate collaboration with high schools

V. Policy Updates

- Discussion on new funding formula, SARS Anywhere, and Guided Pathways Initiative.

VI. Accreditation Visit (October 8-11)

- Review the ISER. The accreditation team may want to speak with staff members.
- Gen was able to meet with the Chair and Assistant. They seemed impressed with the energy and attitude of our college.

- Accreditation steering committee should be working on an FAQ if there isn't a chance to read the ISER. Will be shared once received.
- The last Accreditation visit, Estelita went to final meeting at the end. Committee seemed impressed and had questions about how we do things with how small we are.

VII. Student Services Recommendations Review

- Concerns with how the data was collected and how the data was shared. Also concerns about the consultant's relationship with the Board.
- The issue wasn't with colleagues in Student Services but in the relationships between faculty and Administration along with higher level communications in general. Decisions were already made without any discussions. Staff were asking for forums and dialogue regarding certain changes:
 - i. Being told they had to add hours to work week for committee meetings
 - ii. Unable to attend Professional Development Meetings
 - iii. Taking SARS access away and ability to input their own schedules.
- Recommendations from the study was unclear.
- Suggest to just move on from this survey.
 - i. Ask for transparency and for our Dean to advocate for Student Services.
 - ii. Honesty; we share our concerns, you heard it, took it up the ladder and share the results back.
 - iii. Include other campuses. We do not hear their concerns and what is going on at the various locations.

VIII. Emerging Interests

- A. Student Services Survey

IX. Next Meeting, Wednesday, October 17, 10:30am – 12pm