



STUDENT SERVICES COUNCIL

PURPOSE: The Student Services Council (SSC) is a representative body of all student services programs and departments. The SSC is tasked with improving student service delivery and enhancing the student experience at Woodland Community College. This action-focused, student-oriented council will enable Student Services to increase student success and address service delivery issues in a timely manner by reviewing, developing, improving, and/or streamlining processes and policies. The Council supports Student Services strategic planning efforts and the prioritization of issues for resolution.

Members Present: Genevieve Siwabessy (Chair), Becki Reyes (Financial Aid), Estelita Spears (Counseling), April Heras (EOPS/CARE), Todd Sasano (DSPS), Isabel Duenas (Outreach & Engagement), Ingrid Larsen (LCC), Maria Garcia-Gonzalez (TRiO)

Members Absent: Ingrid Larsen (LCC), Rodrigo Lopez (CCC/Classified), Folu Afolabi (A&R),

Recorder: Marrisa Boswell (Student Services)

Minutes

Wednesday, January 16, 2019

Rescheduled: Wednesday, January 30, 2019

10:30AM-12 PM

ROOM 727

- I. Introductions / Check-In
- II. Approval of Agenda
 - Approved by consensus
- III. Approval of Minutes – December 19, 2019; November 14, 2018 (lost)
 - December 2018 minutes approved by consensus
- IV. Area & Program Updates
 - Isabel – Start of the semester went well. Only 4 student ambassadors currently. Trying to have them staffed at the STAY Well Center and Kiosk.
 - Express Registration went well. Good turnout. First time combined ESOL and Express Reg.
 - Welcome Week was raining. Didn't have as many students as expected. More program reps and clubs than previous semesters.
 - Black History Month planning a kickoff event with Guest Speaker. Will be sending out a flyer to be shared with students. Screening of the movie Hidden Figures, popcorn, partnered with MESA. Display at the Library for Black Migration.
 - Healthy Hearts, Healthy Love event going on with CommuniCare. Checking students' blood pressure and presentation on healthy relationships. Outreach materials with services offered through the clinic on campus. Sexual health give outs. Reps from Planned Parenthood.
 - Food Pantry has moved to the Eagles Perch if students ask. Fliers have been put up on social media and website. Always staffed 9-5.
 - Becky – financial aid is going well students received disbursements.

- Loans are available but not highly advertised.
- Talked with Kim having virtual appointments at Colusa to work with students about financial aid; pending technology order.
- Adding two new certificate programs; Plant Protection and Advanced Welding Tech. Title IV eligible.
- Estelita – counseling had a get together with Yuba for AB 705 meeting of the minds to figure out what they are doing there and what are we doing here. Yuba had an automated form. Looking at modifying to fit our campus. Not long lines, consistently busy.
 - A lot of confusion about what we are going to do in fall. Concern of counselors is the multiple measures piece and incorporation at the high schools. Counseling sessions are taking longer to put this piece in place. Impacting appointment time. Running out of time. How is this going to be incorporated when they go out into the high schools?
 - Career and Financial Aid fair coming up. Counselors concerned that they are not included in the discussion on who is going to be doing this. Counselor should be included in the planning committee of the Career Fair. Substitute (Lorell Cooke) was identified to support the fair.
 - New UC Davis rep that started yesterday, Nancy replacing Candy (out on medical).
 - Smoother transition with changes to probation/dismissal process.
- April – EOPS is in heavy recruiting mode. Attended Welcome Week at Woodland and Colusa. Target goal around 500, close to their goal. Calling and emailing students who are eligible and are doing intakes through this week.
- Maria – APR for SSS due soon, locked away working on this.
 - UB in full spring for summer and STEM planning. A lot of programming happening in UB and SSS.
 - ETS easier program just doing services now and finishing up recruitment to make sure they meet numbers for grant. And collecting information for APR next year. BUSY in TRiO land.
- Todd – DSPS special thank you to friends in CalWORKs for letting them use the offices. DSPS has gotten displaced due to water damage in their suite. No timeline has been established as of today. Manuela and Todd in CalWORKs April and Alden are in the Food Pantry.
 - Wrapped up the program specialist recruitment.
 - Multiple Measures concern: students with Special Education background GPA can be deceiving where students are placed in a special day class, but are pretty low functioning because GPA is based on behavior and modified curriculum.
- Ingrid – LCC piggybacking on same things we are working on.
 - New outreach person is interim to replace Bruno, Derek, will connect with him regarding the Career Fair. Sheila is assigned to middle college. Agrees with Todd's concerns in placing DSPS students using Multiple Measure.
- Gen – Will be spending two days a month up at LCC first Fridays and third Thursdays. To get an idea on what services students need, and to help support Steve. Delmy (counterpart) and Gen have bi-weekly meetings to talk about what is going on at Yuba and WCC, with all of the new implementations coming along, more opportunities to get on the same page.
 - Recruitment updates, DSPS specialist recruitment ended. Candidate decided and has accepted the offer. Working with district and board for start dates and approval.

Emails will be sent out TBD. Director of Student Support Programs, underway. Committee has been identified and will start meeting. Position closed January 11th. Time is of the essence. March or April board agenda. Career Counselor recruitment is underway, per the Vice Chancellor of Administrative Services, we had to restart the requisition. With Fiscal Services now. Posting deadline with minimum of 40 days. Late April close date. Committee has been confirmed with Chris Howerton, same committee members will be used.

- Technology initiatives, still on track for Self Service 1.0 – Financial Aid component, soft launch set for summer. Starting in fall hard push for Self Service 2.0 – Degree Audit tool, online ed plans visible to students. Clock ticking on Web Advisor which will no longer be supported by Ellucian, in a couple of years. Pushes us to implement self-service. Grad petitions and Transcript requests are moving to self-service. Soft launch this semester, roughly February 7th. Oohlalala web app, renewal contract is being finalized, some enhancements will be made. Woodland has not adopted to its fullest capabilities in connecting with students. Once Self Services is implemented, Oohlalala will integrate.
- ASWCC is reconstituted, elected students in November and already planning for spring elections. Encourage your students to get involved and lead into a leadership role.
- Chancellor's office requires delegated liaisons. DACA liaison, officially is Mariella Guzman-Aguilar. Homeless youth liaison works in partnership with Financial Aid, Caren Fernandez.
- Dual enrollment in Middle College High School with Knocti Education Center is onsite at the LCC. Have a partnership with Williams High School for Early College _____ Program. Initiative for partnership with Pioneer for PTECH. Dual enrollment work group is trying to create a handbook.
- Movement in reporting structures, outreach and engagement reports directly to the Dean, Veterans sits under Mariella. Temporary placement over the next six months to program build and do some realignment.
- Multiple Measures 1A and 1X of English was originally mandatory, changed to potential and after district meeting will be required. Requires more data collection. Counseling support in data collection. English 1AX GPA 1.9 or below want to track their success. Math is also still trying to decide what they are going to do with placement. Difficult to message to high schools if we are in the unknown. Will ask Delmy about form they are using

V. DISCUSSION: Student Services Survey

- Edits were collected from the committee, edits have been passed to the office of institutional research. Stale for the next couple weeks while working on HSI.
- Will send edited copy up to Ingrid so LCC can make some edits to what pertains to them and their students.

VI. DISCUSSION: WCC/Student Services Publications

- WCC has some files that they share with CCC. Before recreating the wheel Ingrid is going to find out what the workgroup is looking for that we might be able to share. Gen will take some up to LCC on Friday.

- One professor shares LEARN and ESOL classes and one adjunct professor up to

VII. DISCUSSION: Career & Transfer Center

- Gen is interested in making sure we have a landing spot for students interested in career and transfer services. Open to hear ideas of where and what the space should be.
- Felt the spot was perfect the way it was before. Counselor's office was located in the center. Years talked about technician to man the center and watch the kiosk. Needs to be in this building. Computers were accessible. No understanding to why the center was dismantled and handed over to the STAY Well center, not utilized.
- Possibility of revamping the assessment center, to accommodate the Career and Transfer Center and moving DSPS test proctoring. Interest in utilizing the computer lab as well as using it for new student group orientations. If displacing DSPS, cameras need to be accommodated to watch students.
- A lot of students are looking for a career and transfer center.
- CommuniCare is only here twice a week. Someway to combine the two and give them a shared space.
- Printing station for students in this building, move towards paid station.

VIII. CAREER & TRANSFER RECRUITMENT

IX. Emerging Interests

VI. **Next Meeting:** Wednesday, February 20, 10:30am-12pm (need to reschedule)