

# Student Services Council SDCE

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2-3:30

**September 14, 2012**

**ECC/ Room 121**

**Minutes**

Attendees: Sheri Bartlett, John Bromma, Patti Buse, Sheyla Castillo, Brian Ellison, Stephen Flores, Marisa Gonzalez, Anne Heller, Shera Heitmann, Anne Heller, George Moore, Barbara Pongsrikul, Cat Prindle, Diana Romero, Brian Stockert, Becky Wallies

Excused/Absent: Linn Copen-Espinoza

**Minutes:** approved.

## **OLD BUSINESS**

MESA SUMMER BRIDGING PROGRAM: ACE2:

**Steve** and **Cat** gave an update on the ACE counts. There are 17 students so far. Steve explained the FYE HOLD and he will update **Brian S.** next week. **Brian S.** shared the “kudos” from Mesa College.

TOPS PRO FORM & PROGRAM AWARDS FORM

**Brian E.** explained the difference in the required hours. The number of certificates issues is approximately 1300. The form is much easier to use; the instructors are completing more forms and getting them in to Libby.

**ACTION:**

**Anne** will forward the Stat info regarding GED Completers to **Becky Wallies.**

**Cat** will follow up with **Laura Burgess** regarding the TOPS form.

TRANSITIONS & COLLEGE PATHWAYS:

**Brian S.** requested to have the proposal of a task force be tabled temporarily due to SB 1456 information. He is on the State Committee and once he has more information, he will bring it back to the SSC CE Committee and resume with the creating the task force.

CLERY ACT:

**Anne** gave an update on our ability to comply with the Clery Act. She is attending the work group along with Shannon Nassca and the other Dean’s of Student Affairs. They will be discussing what should be reported and when.

## **NEW BUSINESS**

MATRICULATION ADVISORY COMMITTEE-SB 1456 UPDATE:

**Brian S.** gave updates and information on SB 1456 and read the following from Senate Bill1456:. The Bill would revise and recast the act and rename it from Seymour-Campbell Matriculation Act of 1986 to Seymour-Campbell Student Success act of 2012.

*Section 1-d-Achieving significant gains in student completion rates. In enacting this measure, the Legislature acknowledges the commitment of the board of governors, through its regular budget process, to evaluate resource needs and seek funding for essential educational priorities that contribute to student success, which include, but are not necessarily limited to, counselors, advisors, and technology tools needed to assist students; increasing categorical funding for student support services, including but not necessarily limited to, programs for disadvantaged and disabled students.*

*Section 6-78212*

*(2)*

*(A)-Orientation services designed to provide to students, on a timely basis, information concerning campus procedures, academic expectations, financial assistance, and any other matters the college or district finds appropriate.*

*(B)-Assessment before course registration, as defined in Section 78213.*

*(C)-Counseling and other education planning services, which shall include, but not necessarily be limited to, all the following:*

- i Counseling and advising,*
- ii Assistance to students in the exploration of educational and career interests and aptitudes and identification of educational objectives, including, but not limited to, preparation for transfer, associate degrees, and career education certificates and licenses.*
- iv Development of an education plan leading to a course of study and guidance on course selection that is informed by, and related to, a student's academic and career goals.*

*(D)-Referral to specialized support services as needed.*

*Section 6-78121 E*

*(3)*

*The student's responsibilities under the agreement include, but are not necessarily limited to, the identification of an academic and career goal upon application.*

*Section 9-78214(a)-All participating districts shall, with the assistance of the chancellor, establish and maintain institutional research to evaluate the effectiveness of the Student Success and Support Program.*

*Section 6-78216(B)*

*(4) The requirements that any district or college receiving funding pursuant to this section agree to implement this article, implement the board of governors' system of common assessment.*

*C-The board of governors shall require participating colleges to develop a Student Success and Support Program plan that reflects all of the following:*

- (1) A description of the Student Success and Support Program services identified in Section 78212 to be provided.*
- (2) A description of the college's process to identify students at risk for academic or progress probation and the college's plan for interventions or services to students.*
- (3) The college budget for the state-funded Student Success and Support Program services pursuant to Sections 78212 and 78214.*
- (4) The development and training of staff and faculty to implement the Student Success and Support Program services,*
- (5) In multi-campus districts, the coordination of the college Student Success and Support Program plan with other college plans within the district.*
- (6) Technology services and institutional research and evaluation necessary for implementation of this article.*
- (7) Coordination with college student equity plans to ensure that the college has identified strategies to monitor and address equity issues and mitigate any disproportionate impacts on student access and achievement.*
- (8) The extent to which the community college is able to develop partnerships with feeder high school districts, workforce agencies, and other community partners to assist entering students in career and educational exploration and planning and leverage resources to support a successful transition to college and career..*

## COMMITTEE DESCRIPTION AND MEMBERS;

**Brian S.** discussed the need to recruit 3 members.

## STANDING BUSINESS:

### DISTRICT SSC REPORT:

**Cat** reported that the Spring Retreat will be either February 22 or March 3. For priority registration a student must complete an application, do an orientation, get assessment and have an ed plan done. The District SSC Committee is finalizing the rules and **Cat** will update. The ed plan will be determined by program. Math 34A is eliminated; student will go to Math 38. **Brian E.** explained the role CE will play in filling the void of Math 34. The colleges are interested in CE doing BSI in the colleges however, there is no funding right now. We need to figure out the core function of CE and what our priorities are. **Becky** stated that our current math courses are at the Math 34 level.

### COUNSELING AND SPECIAL POPULATIONS:

**Brian S.** welcomed back the counselors. He stated the several of CE classes are impacted. The SARS task group will meet soon. He updated the committee on CalWORKs and the Region 10 meeting. Eligibility has declined from 5 years, to 4 years and now is 2 years. CalWORKs has seen a significant decline so they will be doing Outreach. He also gave an update on Veterans and how we will be seeing an increase of Veterans wanting to take classes with CE. We need to look how we will be providing services with counseling being more involved. It was asked if Veterans could have priority of enrollment. **Brian E.** stated there is no priority of enrollment for anyone in CE; it is all based on first come, first served. Discussion ensued. **Brian S.** gave an update on the Leadership Team; they are working on creating a Monthly Report. He will update as necessary.

### DSPS AND STUDENT AFFAIRS:

**Anne** stated that the end of year report show that DSPS is down. 1800 DSPS students were served, down about 90 students and the FTE was 322, down about 20 FTE. ABI classes are full. **Anne** stated that she and **John** did 2 FLEX trainings on Student Affairs policies. They are available to do groups. Please email **John** and he will send out the PowerPoint. Please contact **Anne** if any campus is interested in having group training. New 3100 posters will be sent to each campus. **Anne** said there is an ASB advisor at each campus now. She also stated that there is a Voter Registration Drive and that she would like to have the counselors go to classrooms to inform students about Voter Registration.

### ROUNDTABLE:

**Becky** asked if there was a way to revisit the allocation of classrooms when the new structures are build? **Anne** suggested that she speak to Lorie Howell about meeting with **Jane Signiago Cox**. **Brian E.** stated the programming of space for classes was done before construction began, so all of the rooms are allocated, but that they could speak to **Jane**.

**Online Registration:** Can there be more flexibility for registering? **Brian E.** explained the students will soon be able to register off site: iPhone or PC. All programs should consider early enrollment. **Becky** stated that in HS program there are too many CRN's to work with. **Brian E.** suggested those programs need figure out how to lower the number CRNs. **Barbara** stated that sometimes it's hard to place the students and also, how do the instructor report the NO SHOWS? **Brian E.** told her to send any NO SHOWS to Laura and Libby.

Next Meeting: 10/11/12

### Future Meeting Dates:

11/08/12, 01/10/13, 02/14/13, 03/14/13, 04/11/13, 05/09/13