


Crafton Hills College Student Services Council			Date: November 06, 2023 Time: 10:00am.-12:00pm. Location: CCR 233
Minutes			
Rebecca Abeyta-P Larry Aycock-P Trinette Barrie-P Willie Blackmon-P Luis Chavez-P	James Grabow/Ernesto Rivera-P LaTasha Hagler-P Veronica Lehman-P Mariana Macamay-P Ericka Paddock-A	Ivan Peña-P Vannesa Ramirez-P Hannah Sandy-P Delmy Spencer-P Lily Medina Note taker	
Guests:	Gio Sosa		
TOPIC	DISCUSSION	FUTURE ACTION	
Approval of 10-02-23 Minutes Delmy	SS Council 10-02-23 Minutes Minutes approved by members.		
National First-Generation College Celebration Tesha	-This week we are kicking off the First Gen Celebration. Tuesday 11-7 th will be a faculty and staff luncheon, please RSVP if you would like to participate. -Wednesday 11-8 th student event with music, games, activities, food, and giveaways.		
EOPS Presentation Tesha	-Tesha shared presentation focused on EOPS/NextUp but does include all groups as well. -Enrollment currently: EOPS 278, CARE 23, CalWORKs 26, NextUp 12, DREAMers 17 students. -The goal is to reach 300 students and are confident that the goal will be reached. -Priority registration was completed last week: Lunch provided daily, phone banking, newsletter went out, grocery meal cards were given away, drop-in counseling was available, and laptops placed out in lobby for students to come in and register for classes. -Applications are still being accepted and processed. -Currently hiring a student services coordinator that will be dedicated to working with the Foster Youth Program. Still time for candidates to apply. -All programs are under one application now online.		

	<p>-Two EOPS students were scholarship recipients for the Growing Inland Achievement. The students represented Crafton and did an excellent job sharing their experiences with CHC.</p> <p>-Dr. Hagler shared various workshops, events, and field trips that her departments have been hosting this semester for students and their children.</p>	
<p>SAS Survey Results</p> <p>Vannesa</p>	<p>-Started building the questions already. Vannesa wants to incorporate questions on what types of workshops and community events they would like to see.</p> <p>-Currently working with Olga to create the survey. Hopefully by the end of November or beginning of December it will be ready to go out.</p> <p>- Delmy asked Vannesa to include a question like this: How do students feel about getting their accommodation from their instructors and in their courses?</p> <p>-SAS hosted a Time Management Workshop and students participated.</p>	
<p>Priority Registration Outcomes (SAS, EOPS, Veterans)</p> <p>Ivan</p>	<p>-For SAS, priority registration had about 46 students in total. Provided food and advertised through Canvas as well. New students came in that had never been to SAS before.</p> <p>-Ivan shared data from 2022FA-2023FA, worked with Diana to track and see the data to track how many students are taking advantage of the priority registration.</p> <p>-Priority registration is beneficial for students especially with building their schedules successfully.</p> <p>-Sent out targeted messages through Starfish to remind students of priority registration. If students missed their priority date, they still messaged students to remind them of the deadline.</p> <p>-Ivan asked for feedback on ways to get students to participate in priority registration.</p> <p>-Delmy asked about following up with Starfish text message feature where students would receive message via text about priority registration.</p> <p>-Willie shared that Veterans did not have an event for priority registration, just an email was sent. Delmy asked for the next priority registration, have an open event like SAS and EOPS.</p> <p>-Trinette asked if we track data by unit count. Ernesto & Gio shared that the new data dashboard would be a great place to reflect this data.</p> <p>-Gio, was asked to help by looking at the data of students that drop a class or faculty withdrawals.</p> <p>-Delmy asked Willie and Ivan to pilot the text messaging feature for students who are enrolled but have not registered yet.</p>	<p>-Delmy will put in a research request for data on students dropping classes and faculty withdrawing students.</p> <p>-Gio will follow-up with Melissa about Starfish text messages Willie and his department sent out last week during priority registration.</p> <p>-Delmy asked about following up with Starfish text message feature where students would receive message via text about priority registration.</p> <p>-Delmy asked for the next priority registration, for Veterans to have an open event like SAS and EOPS.</p> <p>-Gio, was asked to help by looking at the data of students that drop a class or faculty withdrawals.</p>

	<p>-Willie shared that in-person registration will be during the week of 11-17-23 and then 11-27-23. Veronica shared that when your departments have registration events, let her know and she can coordinate having staff from FA to help check status.</p> <p>-Delmy suggested maybe going to the tutoring center.</p> <p>-Luis suggested having professors announce in their classes about registration and post the How to Videos on Canvas as well.</p> <p>-Trinette suggested a message be broadcast to all students about registration on Canvas.</p> <p>RRN2929-Priority Registration for Special Programs</p>	
<p>AB928-ADT</p> <p>Ivan</p>	<p>-An amendment for the student transfer achievement 2021. Deadline is for August 1, 2024, must develop a process to track ADT pathway. The goal is to maximize the number of students that transfer to a university, but also to look at the time students are taking to transfer. Counselors will be required to put students on an ADT pathway unless the student falls under the exemptions.</p> <p>-The counseling team has started conversations about this. Collaborating on ways to track this requirement with students and how to enter this information into Starfish. The goal is to have this piloted by Spring 2024 semester to be ready for the deadline.</p> <p>-Delmy shared that Keith has started to meet with the chairs already to discuss how this is going impact the programs. Since this is a law, it must be implemented.</p> <p>-Larry shared that in CCCApply, we will have the ability to turn on filter for this requirement, but that it is up to the college if they would like the filter to be turned on.</p> <p>-Luis shared that he is very grateful that the VRC exists here on campus. He thought that was the same on all campuses and that is not the case. He appreciates that he has a place on campus where he can go and talk about school, but also about his experiences during his time in service. He wanted to give a shoutout to Steve Rush.</p>	
<p>Dual Enrollment Legislation Update</p> <p>Willie</p>	<p>-Parents only must sign the forms once now, not every semester.</p> <p>-No longer a requirement for transcripts or SS # to participate in the program.</p> <p>-Working with the high schools to remove the GPA requirement as well.</p>	
<p>ID Me</p>	<p>-CCCApply has a work group that helps with fraud. They have implemented a pilot program with ID Me</p>	

<p>Larry</p>	<p>where students can apply and then be verified. There are extra steps, additional information is required, uploading documents, and more questions are asked.</p> <p>-Students will have the option to bypass ID Me, but then their application will go through the current fraud verification, spam filters. But this could delay the process unfortunately.</p> <p>-Delmy shared that we may be receiving more questions from students about this new process.</p> <p>-Ernesto asked how will students who are undocumented or under 18 going to apply? Will this be a barrier for these students? Larry shared these students will have to bypass the Id Me option and complete it through the current method which is the spam filters.</p>	
<p>FAFSA Simplification</p> <p>Veronica</p>	<p>-Still in the process of getting this mapped out, what it would look like if the new process was launched.</p> <p>-They are going to compare the data with the new process and the previous process to see how many students qualified and how many did not.</p> <p>-Hoping by December to get a report, but this is still in the works.</p> <p>-FA is having FSA Id workshops to have students ready for this.</p> <p>-Currently working on presentation to present to EOPS, SAS, and counseling. Mariana would like to invite students who have applied to transfer so they can see what the new FASFA will look like.</p>	
<p>SAO/SLO Submission Form</p> <p>Gio</p>	<p>https://rebrand.ly/SAO/SLO_Submission_Form</p> <p>-Gio shared that there have been challenges on capturing SAO/SLO. Gio worked with his team to develop an alternative process. This will help to prevent having multiple copies out there.</p> <p>-All information that was added previously has been added already and saved to the new form. They were able to transfer all data over for completed submissions only.</p> <p>-One you submit information via the new form, you will receive a PDF copy of what you submitted. This will allow you to see at in point in time what you have submitted and when.</p>	

	<p>-Gio went over the form and the submission process step by step.</p> <p>-Ivan suggested under deadline information, to include an actual date and not just “Fall 2023”.</p> <p>-Ernesto asked if we could have a check-in before the surveys are sent out to make sure the questions to be asked are still the same or need to be changed/updated.</p> <p>-Larry shared that currently right now at the end of each semester, we are automatically receiving the data from the surveys.</p> <p>-Delmy shared that we would like to have accreditation draft ready by May to meet the deadline.</p>	
Department Updates	<ul style="list-style-type: none"> • A & R- Webadvisor changing over to Self Service in February. CCCApply, Id Me will go live on December 4th. New form in Laserfiche with EMT office. Applications are now being downloaded every hour 24/7, this has been a huge help. • Career Center-Clothes Closet is starting to accept new donations again. Updating the website to be more specific on what they want for donations. • Counseling- • SAS- Two new student workers have started this week. • EOPS/CARE, CalWORKs, DREAMERS, NEXT-UP- • Financial Aid and Scholarships -Several staff members are out this week for conferences, please be patient with the team since they are short staffed. • Health & Wellness- Free flu shots. • Outreach and Educational Partnership -Adult Transition Education week, happening this week in the mornings and evenings. Will be emailing out the registration events soon. • Student Life and Basic Needs - • University Transfer Center - • Veterans Resource Center- Veterans Week, several events throughout the week to celebrate the Veterans. 	
Other	<p><u>Streamlining Project</u></p>	

	<u>Admin & Student Services Outcomes</u>	
Adjournment	12:00 pm	
Important Dates:		
<p>Mission Statement: The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.</p> <p>Vision: To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.</p> <p>Values:</p> <ul style="list-style-type: none"> ▪ Respect: To champion active listening and open dialogue within our community. ▪ Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration. ▪ Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work. ▪ Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas. ▪ Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience. ▪ Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future. 		

Student Support (Re)defined

Directed: helping students clarify their aspirations, develop an educational focus they perceive as meaningful and develop a plan that moves them from enrollment to achievement of their goals

Focused: fostering students' motivation and helping them develop the skills needed to achieve their goals

Nurtured: conveying a sense of caring where students' success is important and expected

Engaged: actively involving students in meaningful and authentic educational experiences and activities inside and outside the classroom

Connected: creating connections between students and the institution and cultivating relationships that underscore how students' involvement with the college community can contribute to their academic and personal success

Valued: providing students providing students with opportunities to contribute to and enrich the college culture and community

Student Services Council

Charge: The Student Services Council provides a forum for effective communication among representatives of the various departments within Student Services. It meets to discuss and coordinate the different services provided by each department. Relying on quantitative and qualitative evidence and the results of student learning assessments, the council discusses activities, problems and resolutions involving these departments, budget items and facilities, and all related accreditation standards. The Student Services Council meets monthly (first Monday of the month).

Membership: Vice President, Student Services (chair); Dean, Counseling; Dean, Student Services; Director, Financial Aid; Associate Dean, Student Life; Coordinator, Health and Wellness Center; Director Student Accessibility Services; Title V Activities Director; Director, EOPS/CARE; representative of Student Services Classified Staff; Student Senate representative.

Term: One year (for appointees)

Student Services Strategic Directions

- ▶ Integrated and Mandatory Key Intake Programs, Placement in appropriate Programs of Study, Careful Monitoring of Student Success, and Creation of Student Success Pathways
- ▶ Promoting Equity, Access, and Inclusion, Valuing Diversity, and Supporting Student Connection
- ▶ Promotion of Deep Learning through Experiences and Courses
- ▶ Inclusion, Development, and Empowerment of Staff
- ▶ Continuous Quality Improvement and Effective Resource Utilization

Norms:

- We will start and end meetings on time.
- We will follow the agenda.
- We will read materials, minutes, etc. and be prepared to discuss at meetings.
- We will listen to our colleagues without interruption and will show mutual respect.
- We will operate on consensus and seek agreements all can “live with.” All points of view will be considered before reaching consensus.
- We will make decisions based on clear information.
- We will bring closure to decisions.
- We will support the committee’s recommendations.
- We will accept the fact that there will be differing opinions and encourage open dialogue and courageous conversations.
- We will use the best interests of our stakeholders (especially students) as the basis for our decision making.
- We will honor brainstorming without being attached to our viewpoint.
- We will give the opportunity for all members to contribute.
- We will be free to speak our minds without fear of reprisal.
- We will be transparent with our colleagues and our positions on issues.
- We will identify pending issues, agreements, and action steps at the end of the meetings.
- We will stay focused on topics under the charge of the committee.
- We will report back to and seek input from constituents.