


Crafton Hills College Student Services Council			Date: May 06, 2024 Time: 10:00am.-12:00pm. Location: CCR 233
Minutes			
Rebecca Abeyta-P Krysten Audibert-P Larry Aycock-P Trinette Barrie-P Willie Blackmon-P Luis Chavez-A	James Grabow/Ernesto Rivera-P LaTasha Hagler-P Veronica Lehman-P Mariana Macamay-P Ericka Paddock-P Steve Rush-P	Ivan Peña-P Vannesa Ramirez-P Hannah Sandy-A Delmy Spencer-P Lily Medina Note taker	
Guests:			
TOPIC	DISCUSSION	FUTURE ACTION	
Approval of 03-25-24 Minutes Delmy	Student Services Council Minutes 03-25-24 The minutes were approved by members.		
Summer Hours Delmy	-The district will be returning to the 4/10 Summer Schedule for the period of Sunday, June 2, 2024, through Saturday, July 27, 2024, unless you have arrangements with your supervisor for a different schedule. -The week after commencement we will have regular departmental hours. -Department Operational Hours for Summer 8:00 am to 6:00 pm (M- TH)		
Fall Peak Times Delmy	-Week of August 5, 2024, and week of August 16, 2024. Week before the semester starts and the first week of school. -Department Operational Hours Monday-Thursday 8:00 am to 6:00 pm Friday 8:00 am to 4:30 pm		
CCCAPPLY Placement Update & Self-Service Feedback Request Delmy	-Programming for CCCAPPLY Placement testing will begin by May 10 th the end of this week. -Our students will no longer have to go to Laserfiche to take their placement test. -Larry asked for students who are crossed enrolled, will students have to take the Laserfiche placement test for Valley College? As of right now, yes, they will have to. -Delmy will add several testers from A&R, Rebecca Orta, Rebecca Abeyta, and Alexis Ford. -This is a huge step in the right direction for CHC. As more information becomes available, Delmy will get it out to you. -For Self Service, is there any feedback you would like to communicate back to Joe and Andy? Rebecca shared that Andy was present on Friday and made several updates she provided feedback for.	-Ivan to follow-up with Andy regarding placement glitches for students who registered in February.	

	<p>-Ernesto shared that there is a group of students that applied in February that have glitches on their placement test. It is making them take English 101 and Math 1095. Delmy asked Ivan to follow up with Andy about this. If you need Delmy's support, please let her know. Rebecca Orta can pull a report on Red Dot to see which students are on the report that are having this issue. Delmy will check in with Ivan, Larry, and Ernesto to make sure no one gets lost in between registration and placement test.</p>	
AB928 Ivan	<p>-Transfer reform act, creation of CALGETC eliminates the foreign language requirement and the ADT pathways. Working with the district office right now to see if this can be embedded into Starfish to keep track. Also, a Comprehensive Educational Plan is required to be in place by the time they reach 15 units. Ivan shared there is also a drop-down menu that encourages for the ADT pathways to be listed first, to encourage students. The due date for the CALCETC is Fall 2025 and for the ADT pathways and Comprehensive Educational Plan is August 1, 2024.</p> <p>-Larry shared the filter is still not working and he has reported it out to the state technology center. He has not heard back from them, but several colleges have encountered this problem as well. Larry will continue to work on this and once it does work properly, he will update everyone.</p>	
AB789 Veronica	<p>-This will be going in effect in Fall 2024. Minimum requirements must go with the federal guidelines: 2.0 GPA and at 67% passing. The students can have up to 2 appeals. Communication is being worked on with students about the SAP qualifications every semester. Trying to figure out how to go about communicating with students about not qualifying, maybe different letter templates.</p> <p>-The transfer credits requirement currently has a work group. They are requiring FA to evaluate transcripts as they come in. The evaluators are then required to only count the units that are related to their major. But this creates more work which will create a barrier for the students in receiving their aid, the timeframe could go up to 18 weeks.</p>	
Commencement Ericka	<p>-All the information students need is on our website: www.craftonhills.edu/graduation</p> <p>-Ericka shared she had a meeting this morning with all the technology partners. As of this morning there are 295 students registered for commencement, not the final number just yet, but a ballpark. Please look at the email Ericka sent out last week about volunteers needed for this day. Please have your staff sign up for a volunteer spot that day.</p> <p>-Delmy thanked Larry and Ericka for updating the commencement website. If you get any phone calls from students, please refer them to the website for information. The deadline for students to register for commencement was May 3rd. The list that is going to the print shop for the program is being sent today. Wednesday there will be a meeting with the committee, it will be decided if students can still participate even if their name is not on the program because they missed the deadline.</p> <p>-All departments will be opened that day with a light skeleton crew, managers can work with their teams on how this will look like in their department. Departments closing at 4:30 pm.</p>	
Streamlining Project sensemaking Gio	<p>https://public.tableau.com/app/profile/chc.research/viz/StreamliningDashboard/Dashboard1?publish=yes</p> <p>-Gio shared the link to the newly updated Streamlining Dashboard. Gio used CalWorks 2022-2023 Counseling data as an example. He discussed what the data represented. He would like for you to use the diagram PPT he emailed this morning and compare it to the dashboard data. The goal is to have all the data in one diagram to make it easier to compare/read data, to have the program and the CHC campus. Gio said there are many inconsistencies on the dashboard, and they are working on the glitches. We would like to expand this data for not just programs, but other areas like Career Center.</p> <p>-Once you have your data in place, Gio would like you to submit it on the sensemaking document. There you will look at the activities that are listed in the document. Respond to each question under each activity. If there is a gap, what can be done differently for the upcoming year to help close the gaps? Gio locked last year's document so you can not update it anymore. But you can still email Gio the data from last year and he can update the data. Gio would like everyone to work on the Streamlining Project responses and be completed by the end of next week, Friday May 17th.</p> <p>-For those that are not directly participating in the Streamlining project, but may participate in the future, you can report on the Vision Goals and reflect and respond to the prompts. Share the highlights that you have seen on CHC campus. The data is for 2022-2023 because that year is fully complete, 2023-2024 is still not completed.</p> <p>-Members were given time to work in groups to brainstorm and review data to start answering the responses to the prompts.</p>	<p>-Lily will update the link on the agenda with the new links from Gio's email on 05-06-24.</p>

Department Updates	<ul style="list-style-type: none"> • A & R- • Career Center- • Counseling- • SAS- • EOPS/CARE, CalWORKs, DREAMERS, NEXT-UP- • Financial Aid and Scholarships - • Health & Wellness- • Outreach and Educational Partnership - • Student Life and Basic Needs-AAPI closing ceremony in the Quad will be tomorrow May 7th at 11:00 am • Student Senate- Market Day • University Transfer Center - • Veterans Resource Center- • MESA- 	
Other	Streamlining Project Admin & Student Services Outcomes Sensemaking Document May 2024 Streamlining Tool Dashboard	
Adjournment	11:29 am	

Important Dates:

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.

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.

Values:

- 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.