


Crafton Hills College Student Services Council			Date: February 06, 2023 Time: 10:00am.-12:00pm. Location: Remote
MINUTES			
Rebecca Abeyta- Larry Aycock - Trinette Barrie - Willie Blackmon-Absent Joe Cabrales -Absent	James Grabow- LaTasha Hagler- Veronica Lehman- Mariana Macamay - Marty Milligan- Ericka Paddock -	Ivan Peña-Absent Steve Rush- Hannah Sandy -Absent Erika Sherman-Absent Delmy Spencer- Lili Medina Note taker	
Guests:	Gio Sosa, Michelle Riggs, Leslie Swindell, & Ola Sabawi		
TOPIC	DISCUSSION	FUTURE ACTION	
Approval of 12-05-2022 Minutes			
Marketing Guidelines & Support Michelle & Leslie	<p>-We will be getting a new software program to work towards digital marketing around campus. Promoting things happening in Student Services. Leslie is new to the Foundation and her addition is to help promote out to students. Leslie is promoting through social media platforms, weekly emails, website, & marquee. Leslie can help create flyers. Before they are printed though, we need to make sure to get approval from Michelle. Internal departments go to Michelle and external clubs still go to Ericka to get approval before being posted. Here are guidelines about posting around campus for reference. https://www.craftonhills.edu/faculty-and-staff/documents/chc-posting-guidelines-10-9-18.pdf</p> <p>-Working on getting digital screen license and working with technology on getting quote. Hopefully within the next few weeks we can have this ready.</p> <p>-Need to follow up with Anthony on how each department can control own screens.</p>		
Master Calendar of Major Events Delmy	S.S. Master Calendar of Events -		
Educational Master Plan Draft Gio & Ola	CHC-Strategic Directions & Supporting Action Draft 12-14-22 -There are 5 tentative strategic directions and have many supporting actions within each of those strategic directions. Strategic direction is the overall goal the college wants to accomplish. SD is broad, the SA is more concrete and specific. What we are working on	-Lily will schedule a meeting with Gio and each department to discuss Streamlining Data. Schedule meeting for 1.5 hours. Make sure to add Ola to each meeting.	

	<p>now are the key results or measurable outcomes. The EMP committee has worked on the key results but has realized that there are groups and individuals across the college that have expertise when it comes to these different supporting actions. They are reaching out to the different groups to get feedback on these key results. Key SD that they would like feedback from S.S. Council is Increase Student Enrollment.</p> <p>-Gio went over key results and allowed discussions to take place with committee members. Gio took notes on the feedback provided by members.</p> <p>-Feedback was also given that we should look at the guided pathway models and look at the steps. Suggestion to eliminate steps that are not necessary and that sometimes cause students to be lost during the matriculation process. This project will be discussed more soon.</p> <p>-As a council to do an analysis of the platforms for students.</p> <p>-Delmy asked Larry to please investigate if individuals can disaggregate students in Starfish by ethnicity to do targeted outreach for different events. Please respond to the S.S. Council email to let everyone know.</p> <p>-Spring term is the prime time when it comes to doing our streamlining work for the year. Gio will be working with Lily to schedule the one on one meetings to review the activities that were put forward last year. During the meetings you will revisit whether the activities are still viable for this year or if they need to be adjusted. You will also discuss what data you have for these activities.</p>	
<p>Department Updates</p>	<ul style="list-style-type: none"> • A & R- Were nominated for a national consideration with Laserfiche forms. Larry received notice that CHC won the award “Change Maker of the Year”. Working with CBS and OEI implementation to become a teaching college. Working with Parchment to change the diploma printing process. Also working with Parchment on the process of receiving transcripts. Is working on updating the CCC my path to update the tasks. Working on transiting from WebAdvisor to Self-Service. Working on FERPA authorizations and training different departments on how to look up the authorizations. Continuing to work on the map and military credit with the VRC staff. Big regulations are coming down regarding AB2881 with priority registration with students who are identified as a parent, this will bring many changes. Coming soon to the transcript 	<p>-Please consider adding a tile on your department website “I need help...” where the students can click on tile, and it will send the department the student’s information.</p> <p>-Ivan can present/update the many plans that have been discussed for the completion coaches.</p>

	<p>ordering process, is that students will be able to utilize their 2 free transcripts with online orders.</p> <ul style="list-style-type: none">• BIT-• Career Center-Disney Internship program did a workshop on Friday and is actively recruiting students who are interested. These are paid internships. Completion coaches are starting to do their lunch and learn series this month. February 14 will be “Love Your Resume” workshop. For the Career Connections program, they are looking for professionals to be a part of this, please refer to Trinette or Pedro. Save the Date for April 27, 2023, from 12-2 pm for the Etiquette Lunch.• Counseling- Students can now book appointments online via e-SARS to see a counselor. Will be doing in-reach to contact students who haven’t filed for graduation but have completed 72 units. Also reaching out to students who have 30 units completed who do not have an approved student ED plan. Will also be working with Willie to do SOAR evens on high school campuses. Counseling is joining Club Rush on March 7th to celebrate students with 30 plus units completed.• SAS-• EOPS-Seeking enrollment for all 5 programs. Working on digitalizing the applications. Please help by sharing the links with students to have them apply right online. Hoping that the online applications will help increase the number of students enrolled.• Financial Aid-Cash for College event at the LRC from 5:30-8:30. Have about 70 students registered right now. Food trucks will be provided, and students can still register. Finishing up the Self-Service setup for 23-24. Working on updating policies and procedures.• Health & Wellness- Have mental health interns in place and a nurse practitioner. The department is fully staffed now. If you know any students that need services, please refer them there.• Outreach-Willie and team are working hard with SOAR right now. Really close to meeting	
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	<p>last year’s target. Working on a big push for late enrolling classes. We have a partnership with CRYROP and students will be on campus on Fridays, about 125 students every Friday for the next few weeks.</p> <ul style="list-style-type: none"> • SAS- Real soon in the future, the office will begin developing ED plans for students that are served in the SAS office. Participating in an Outreach event on 04-21-23 in the Dorothy Ingram Learning Center with over 400 high school seniors who participate in special ED who will be attending. Will also being to participate in the SOAR program to assist with their online applications and special ED documents. • Student Life- On 2-8-23 at the University of Redlands there will be an event with Dr. Jen Tilton. March 15, 2023, working with Valley to do an International Women’s Event with Liz Murray. • Student Conduct- • University Transfer Center- This year we had about 130 UC applications and for CalState about 300 applications. CalState numbers are still low in enrollment. Offering workshops in person and online. In January about 70 students attended the workshops. In late February or early march the workshops will begin again. A new form online that students can complete to let the Transfer center know they need help with transferring. • Veterans Center- Finally broke over 100 Veterans who have self-identified since Covid. Last semester we served about 94 students. This semester we are already at 108 students. There have been 373 visits tracked through SARS. The SBA group has been actively reaching out to the community to plan events. Workshops through California Department of Veterans Affairs coming up, including one for female Veterans. Still working on the mapping for prior military experience college credit. 	
Other	<p>Streamlining Project</p> <p>Admin & Student Services Outcomes</p>	

	CHC Streamlining Project Reflections	
Adjournment	11:57 am	
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; Director, Student Life; Coordinator, Health and Wellness Center; Coordinator,

Disabled Student Programs and 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