

Crafton Hills College
Student Services Council
Minutes

Date: February 6, 2012

Members:

*Larry Aycock
*Debbie Bogh
*Joe Cabrales
*Rejoice Chavira
*Kirsten Colvey
*Judy Giacona
Mariana Moreno
John Muskavitch
*Ericka Paddock
*Juanita Sousa (For John Muskavitch)
*Rebecca Warren-Marlatt

***Present**

Guests:
Michelle Riggs
James Harris

TOPIC	DISCUSSION	FURTHER ACTION
Approval of Minutes, December 5, 2011.	Minutes approved with noted revisions.	List of Guests removed from 12/05/11 Minutes and added to 02/06/12 Agenda
Update, PPR, Student Services Priorities-Rebecca	<p>All Student Services prioritizing and unit plans complete; all department supervisors will be meeting with deans to prioritize.</p> <p>Title V Program Review-Debbie Bogh will be speaking with Gloria regarding the Program Review on Title V dept.</p>	<p>The two deans will be meeting with Rebecca to prioritize.</p> <p>Rebecca, Gloria Harrison and Cheryl Marshall may need to meet to discuss how Title V program should be handled.</p>
Guest Speaker, Michelle Riggs, Campus Climate Survey.	The Survey was administered to all faculty and staff in fall 2010. Handouts were given to committee members.	Will be re-assessing in Fall 2012.
Phone Management, a discussion with James Harris.	<p>James met with committee member to discuss the phone tree applications. ACD (Automatic Call Distributed) does more than a call tree. Each call tree has to be built for each department. The council members had several questions for James which included:</p> <ul style="list-style-type: none"> • Are we getting a new unit? • If so, does the campus prioritize who gets the units first? 	A new system can be customized to the office needs.
Around the Table	<p>Joe/A&R: A&R Tech screen committee meeting tomorrow.</p> <p>Rejoice/EOPS/CARE/CalWORKs: Reviewing applications for the</p>	

	<p>EOPS/CARE/CalWORKs Tech Services position.</p> <p>In the process of building up the CalWORKs program. CalWORKs student workers are available for hire (20hrs/wk) for the spring semester.</p> <p>Larry/A&R: Campus Central grades closure postponed until May. Web Adviser grades submitted this month-training provided. Late Adds: Still waiting ORP for data.</p> <p>Kirsten/Counseling: Early Alert rolling out today. Emails going out to math and English instructors. Online Orientation will be sending everyone the pages to review and return back to Kirsten; need to start filming. Senior Visitation Day scheduled for Friday, March 2. (500-700 seniors are expected to participate)</p> <p>Ericka/Student Life: Student Senate members will be assisting with High School Visitation Day. Club Rush is scheduled for next week (2/14 &15). Student Senate reviewing and making changes to by-laws. Student Senate is creating a peer advisor evaluation form. Reviewing a way to use the feedback from evaluation.</p>	<p>Rejoice would like students interviewed before hired as if they are interviewing for a real job. Rejoice will be contacting Shalita (SBVC) for an evaluation form for CalWORKs students.</p> <p>Once data is received, a meeting will be scheduled with Rebecca and Cheryl Marshall.</p> <p>A sample of the email will be sent out to council member to review.</p>
<p>Other Business 2012 Summer Session</p> <p>Field Trip</p>	<p>Summer session will not be offered; Alisa to place information on web page and marquee. 4/10 work week will still be done.</p> <p>All participants of the field trip are to meet at the Flag pole at 6:15a.m.</p>	
<p>Adjournment</p>	<p>12:00p.m.</p>	
<p>Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p>Vision Statement The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>