


Crafton Hills College Student Services Council			Date: October 02, 2023 Time: 10:00am.-12:00pm. Location: CCR 233
Minutes			
Rebecca Abeyta-P Larry Aycock-P Trinette Barrie-A Willie Blackmon-A Debbie Bogh-A Luis Chavez-P	James Grabow/Ernesto Rivera-P LaTasha Hagler-A Veronica Lehman-P Mariana Macamay-P Robert McAtee-A Ericka Paddock- P	Ivan Peña-P Vannesa Ramirez-P Steve Rush-P Hannah Sandy-P Delmy Spencer-A Lily Medina Note taker	
Guests:	Gio Sosa		
TOPIC	DISCUSSION	FUTURE ACTION	
Approval of 09-18-23 Minutes Willie	SS Council 09-18-23 Minutes Minutes approved by members of the committee.		
Summer Bridge Update Ivan & Tesha	<ul style="list-style-type: none"> • Came from the Equity committee, the need to create a more focus effort for the Latinx and African American students. • Last summer the program was launched to pilot the program. • COUN 100 and ENGL 101 were offered in the summer bridge program. • Students were provided with a \$450 stipend, laptop, academic supplies, swag. • Students participated in an orientation, workshops, field trips, and closing ceremony. • The program had an embedded tutor and librarian. • 10 Students enrolled with 100% completion rate; all 10 students have enrolled in the 2023 Fall Semester. • Some challenges faced: registration process and forms required. Permission codes were required as well. • The plan is to run a program open to all students. We will do specific recruitment to the Latinx, African American Students, and EOPS students. • Two weeks ago, the next steps were presented to the Academic Senate. We would like to have 4 cohorts with a total of 8 classes for next summer. Very confident that the program will have more enrollment for next summer. 		

	<ul style="list-style-type: none"> We would like your input and feedback on the Summer Bridge Program and First Year program. 	
PPR Deadline & Timeline Gio	<ul style="list-style-type: none"> October 31, 2023 PPR Schedule Timeline There are two types of plans, the 4-year plan and the 2-year plan that focus on question 4 & 10. The 2-year plan is due on February 9, 2024. If the submission is not satisfactory, then unit writers will be required to resubmit. The 4-year plans will always be due at the end of October. Coaches are there to help and assist with general guidance. They will also advocate for you on the committee as well. Focus on SLOs and goals and objectives for the 2-year plan. Look at the start and end dates, and update those accordingly. Requests are filtered by on-going or one time request. If you have a research request that has been addressed already, please remove and update. If the request is \$500 or less, you should go to your deans to try to fulfill it. The dashboard with the SAO revisions is not ready for this year. The cloud will feed the dashboard. The data entered in the cloud, then it will be built into the dashboard. 	
Admin & Student Services Outcomes Ivan & Gio	<ul style="list-style-type: none"> Please make sure to complete the student services outcomes. Please make sure to have them updated. List your outcome statement, what are you doing to meet the outcome, and what has been done to meet the goals? The research department can help translate the outcomes into your PPR. Please make sure to have this submitted ASAP. We also need to make sure to start on the current academic year as well, not last academic year only. Gio asked for you to please consider your work for this with the Streamlining Project as well. 	

<p>Board Items & Calendar of Events</p> <p>Lily</p>	<ul style="list-style-type: none"> • Calendar reminders have been updated with examples of board submissions. • Student Services Master Calendar of Events 	
<p>Training Recommendations</p> <p>Willie</p>	<ul style="list-style-type: none"> • Training Recommendations • New program for the Educational Master Plan, Cascade. Individuals that are identified as responsible parties to input information into Cascade. Gio suggested training for Cascade. • Ivan added several options to the signup sheet recommended by members. 	
<p>Department Updates</p>	<ul style="list-style-type: none"> • A & R-Gearing up for registration for the next term. CCCApply is still moving forward with the ID Me implementation with the application. Students will be given the opportunity to verify their identity by CCCApply and will immediately be given an approval for no fraud. But they will also have the option to opt out of the process. Then these applications will be checked out by the CCCApply fraud verification manually. December 1st the ID Me will go live with all colleges. • Career Center-Reaching out to students who are undecided to help them update their major. Goal is to bring these students in to participate in the Hello Major workshop and then see a counselor. Ideally is to do this by 15 units. Partnering with Student Life and SAS on October 18th for Career Fair. • Counseling-Completion Coaches are calling to have students come in to complete their education plan. Resource fair from 11-2 pm on 10-05-23. If you are interested in tabling for this event, please let Ivan know. Krista Ornelas-Mora is now the Sr. Student Services Tech for the Career and Transfer Center. • SAS- October 30-Nov 1st will have priority registration event. Walk-ins will be seen, and food will be provided for students. October 6, 2023, will be doing a HWC and SAS training. • EOPS/CARE, CalWORKs, DREAMERS, NEXT-UP-Continue to recruit students. Currently have 275 students, the goal is to reach 300 students by the end of semester. They have submitted a request to hire a NextUp 	

	<p>coordinator, you will be seeing a job posting soon.</p> <ul style="list-style-type: none"> • Financial Aid and Scholarships-Participated in the Autumn Festival this past weekend, was successful. Manny is the official financial aid coordinator now. • Health & Wellness-In the process of acquiring some flu shots from the state. The plan is to ask for \$2 for the flu shot. Next Spring will have a Health Fair event, more info to come. Currently have 3 mental health therapists. TB testing has been updated on the HWC website. The Electronic records software presentation will be this Wednesday via zoom, if you would like to attend let Hannah know. • Outreach and Educational Partnership -No updates, not present. • Student Life and Basic Needs-Hispanic Heritage month with several events going throughout the month. Club Rush will be Thursday 10-05-23 with lots of food. • University Transfer Center-First field trip after Covid, we had 47 students signed up with 27 students that attended. Cal State Bernardino field trip was fun for students. • Veterans Resource Center-Department has about 128 Veteran students for this semester. In the process to get the catalog approved. Eyes of Freedom will be here to display their memorial items at the end of November/beginning of December. Several workshops are planned to update students with resources available to them. 	
Other	<p>Streamlining Project</p> <p>Admin & Student Services Outcomes</p>	
Adjournment	11:20 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>		

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.