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| Crafton Hills College Student Services Council | |  | Date: December 02, 2024 Time: 10:00am.-12:00pm. Location: CCR 233 |
| Minutes | | | |
| Rebecca Abeyta-P Krysten Audibert-P Larry Aycock-A Trinette Barrie-P Willie Blackmon-P | James Grabow/Ernesto Rivera-P/P LaTasha Hagler-P Veronica Lehman-P Mariana Macamay-A Ericka Paddock-A | Ivan Peña-P Vannesa Ramirez-P Delmy Spencer-P Lily Medina-Note taker | |
| Guests: Gio Sosa | | | |
| TOPIC | | DISCUSSION | FUTURE ACTION |
| Approval of 10-07-24 Minutes Delmy | | <ul style="list-style-type: none"> • <u>SS Council 10-07-24 Minutes</u> • Members approved minutes | |
| Chancellor Holiday Party Delmy | | <ul style="list-style-type: none"> • Wednesday 12-04-24 from 11:00 am to 2:00 pm • Please RSVP to the invite from Heather Madole • Double Tree Hilton in San Bernardino • If you wish to attend, communicate with your supervisor and you may attend. Departments will not be closed; they will remain opened. • You can go on rotations within your departments. | |
| Student Services Holiday Decoration Contest Delmy | | <ul style="list-style-type: none"> • Department Holiday Decorating Contest will be done again this year. Flyer will be sent out today. • Judging will be done on Thursday 12-12-24 at 10:00 am. • Decorations must be removed by Friday 12-20-24 close of business day. • Prize info will be sent out with the flyer today. • Please make sure to remember posting rules. No tape on walls. • Please review the posting guidelines with your student workers. | |

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| <p>Student Services Holiday Breakfast Meeting</p> <p>Delmy</p> | <ul style="list-style-type: none"> • Friday 12-13-24 from 8:00-10:00 am • White Elephant Game • Winners of Department Decorations will be announced. | |
| <p>Student Services Department Hours</p> <p>Delmy</p> | <ul style="list-style-type: none"> • Recommendations for hours on December 16-20th • Delmy wants feedback in order to work with Mike and Keith and their departments. • Do we want to keep the 9-7 or 9-6? • Recommendation to move to 9-6 for now, but Delmy will check with managers just in case there are counseling appointments already booked. | |
| <p>Redlands Christmas Parade</p> <p>Willie</p> | <ul style="list-style-type: none"> • Saturday December 7th • Lineup starts at 5:00 pm and parade starts at 6:00 pm • The Fire Department will be there and part of the parade. • Willie would love volunteers to participate. • Please sign up at the RSVP link that Willie has emailed out to the CHC Campus. | |
| <p>Proposed Express Enrollment</p> <p>Willie</p> | <ul style="list-style-type: none"> • Friday January 17, 2025, from 2:00-5:00 pm. • This usually has been done on a Saturday, but feedback has been that it would be better to do it on Friday. • Feedback was given that in-service is on 01-17-25 which would then require the counselors to stay after and be overload. • Ivan will talk to counseling team to see if 01-10-25 is a better date then 01-17-25. Ivan will get back to Delmy and Willie. • Look at PD calendar as well to make sure no overlapping on 01-10-25. | |
| <p>CCC Apply Updates</p> <p>Delmy</p> | <ul style="list-style-type: none"> • Today is the final testing with TESS today at 3:00 pm. • The goal is to go live on December 8th. • If everything goes well today with testing, then we should be able to go live on 12-08-24. • This means students will no longer need to go online to do their placement with Laserfiche. • If there are any issues though, they can still see Rebecca Orta and do the process manually. • If you notice any errors or get phone calls with issues, please let Delmy, Gio, or Ivan know. There will be issues and they want to fix them. | |

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| <p>SAO/Streamlining Project</p> <p>Gio</p> | <ul style="list-style-type: none"> • It was previously agreed upon that you would have your departments SAO work submitted by mid-December this year for the proceeding academic year 23-24. Please submit and update the platform with the most recent data. • Gio recently checked and there are still several departments that need to report the most recent data/revisions. • Gio will resend the link to members as well. • Delmy summarized: If the department did their PPR and they submitted their SAO there, then they still need to submit their SAO in the link that Gio sent to everyone. That way the SAO will be in both places. • Streamlining Project: We are now on year 5. The state is now implementing the project in all colleges. We may start getting calls from peers from other colleges because many times CHC is mentioned. As of right now, no changes need to be made. Gio will be reaching out to each of you in the Spring January/February to confirm that the activities you have done in the past are the ones you want to continue to work on. Then the due date will be in December of next year. • Delmy shared that the state may require some additional activities, work with Gio to make sure we are meeting these requirements. | <p>*Gio will resend the links for Streamlining Project and SAO.</p> |
| <p>Department Updates</p> | <ul style="list-style-type: none"> • A & R-No Updates • Career Center-Small program Career Star, to help students take advantage of career workshops. The goal is getting students career ready. Will be working with Transfer and MESA for fair event in the Spring. 2 new completion coaches were hired that will be starting next week. • Counseling- Currently seeing many students. In the process of hiring two new counselors. Partnering with Student Life for the Graduation Fest. • SAS-No Updates • EOPS/CARE, CalWORKs, DREAMERS, NEXT-UP-Ending semester with 405 students. Please continue to encourage students to apply. Next week providing food and survival kits to | <p>*Ivan to follow up with Gustavo on the postings/hiring committees for Associate Dean of Health Services & Director of SAS</p> |

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| | <p>prepare for finals. Also working with Psychology club with Toy Drive.</p> <ul style="list-style-type: none"> • Financial Aid and Scholarships-December 1st new FASFA 25-26 launched. There are issues with it, but they are working on it. CSAC sent out a memo last week alerting students to submit a DREAMERS application. • Health & Wellness-This week is Mental Health Week, with different events each day: yoga, art therapy, sound mats, & board games. • Outreach and Educational Partnership -Making phone calls and emails to 2,900 students who have applied but have not registered. Will be participating in the former incarcerated youth fair on 12-18-24. Will also be participating in the Inland College Fair on 01-31-25. • Student Life and Basic Needs-Use Basic Needs funds to give undocumented students grants of \$1,500 to help support them. Last week for Friendsgiving, 150 turkeys and fresh veggie boxes were given away. This week a group of students are heading to West Hills College to a Basic Needs Conference. • Student Senate-No updates • University Transfer Center-UTC hosted an instant admission event with CSUSB. 50 students signed up/walked in. 35 out of 38 students were given on the spot admissions for Fall 2025. • Veterans Resource Center-Wrapping up the end of the semester with Battle Buddy Combat Week. Survival supplies will be passed out to students. In the Spring, they will have Operation Intensity, workout sessions during finals weeks. • MESA-Had 4 students attend SACNAS NDiSTEM conference in Phoenix, AZ. This conference was focused on STEM, art, and culture. Another 4 students attended the SHPE conference in Anaheim, CA. This conference was focused on professional development and connecting with academics. Students presented | |
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| | <p>at SCCUR in Cal State on 11-23-24 regarding undergraduate research. This Friday 12-06-24, MESA is having their Community Service event from 10:00 am to 12:00 pm to make fleece tie blankets to donate to the Basic Needs center and Yucaipa.</p> <ul style="list-style-type: none"> • Student Services Updates: Will have 2 new counselors starting in January. The names have been forwarded to the December 13, 2024, board. Currently have an open recruitment for the Associate Dean of the Student Health Services and Director of SAS. | |
| Other | <p>VAR Streamlining</p> <p>SAO/SLO submission platform</p> | |
| Adjournment | 11:04 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.