

# SBVC

## Student Services Council

### MINUTES

December 15, 2022

10:00 a.m.-11:00 a.m.

President's Conference Room - ADSS 207

#### Members:

*Student Services Mission: To provide a system of support services that enhances student success and achievement of educational goals.*

	A	P		A	P
Olivia Rosas, Interim VPSS		X	Maryum Malika		X
Elaine Akers		X	Joseph Nguyen	X	
Veada Benjamin		X	Justine Plemons		X
Larry Brunson	X		Deanne Rabon	X	
Dr. Raymond Carlos	X		Fermin Ramirez	X	
Yancie Carter	X		Carmen Rodriguez	X	
Marco Cota		X	Oscar Rodriguez	X	
Michelle Crocfer		X	Ty Simpson	X	
April Dale		X	Shalita Tillman		X
Priscilla De Loera		X	Michelle Tinoco		X
Joanne Hinojosa		X	Sam Trejo		X
Kathy Kafela		X	Maria Trujillo	X	
Amanda Moody	X		Sharaf Williams	X	

TOPIC	DISCUSSION	FURTHER ACTION
1. Approval of 11/17/2022 Minutes.	Shalita motions to approve the minutes. Veada seconds the motion. No objections and no abstentions.  Minutes approved as written.	
2. Spring 2023 Enrollment Update <ul style="list-style-type: none"> <li>Phone banking/ Telemarketing</li> </ul>	We have continued the phone banking and emailing students. We are currently at 6,430 headcount, which is 2,218 FTES.  Last year we ended the spring enrollment at 8,988 headcount.  The phone banking will continue next week and again the first week in January when we return.  We are also texting our students every 7-10 days. Every Friday, students are emailed to remind them of registration.	
3. Student Services Monthly Programs	For the month of January, we will continue to do our student services resource fair. We will have the welcome information tables.  Dr. Thayer will convene with the group to work on the monthly student services.  We could incorporate our student services departments to be a part of those activities and disseminate information to the community.	

<p><b>4. Student Equity Plan Update</b></p>	<p>Olivia provided an update. The SEP has been signed and submitted to NOVA.</p> <p>I want to thank Carmen for her leadership and bringing the plan to the different shared governance for input and contribution.</p> <p>I want to thank everyone for the work. For really being thoughtful and intentional about our next steps. Everyone's perspective and insights were considered.</p> <p>I know Carmen and I strongly have committed to work on the plan as we go along. This is not going to stay stagnant. We're going to see what works and if we need to tweak things then that's what we're going to do. We have to make sure that what we are working on works for our students.</p> <p>Carmen will continue to get support from colleagues who have worked with African American students.</p>	
<p><b>5. Student Services Building Update</b></p>	<p>Tabled for next meeting.</p>	
<p><b>6. Area/Dept. Updates</b></p>	<p>Malika announced that Pharmtech, Psyctech, and nursing plan to host the Stemapalooza in spring. We have partnered with San Bernardino County Superintendent of schools for high schools, junior high, and elementary school children to come on campus for science fairs and tours.</p> <p>The nursing program starts with orientation the first week of school.</p> <p>Tomorrow is the last day of the week for the school and the offices will be closed due to two graduations being held.</p> <p>Outreach and recruitment has 11 tours scheduled for next semester.</p> <p>Senior day is planned in April.</p> <p>Outreach van is going to be wrapped. Outreach is also going to be creating new material.</p>	

Day of service is this Saturday. We are partnering up with Sisters Making a Difference. The theme is Winter Wonderland. If you would like to volunteer, you can sign up. Reach out to Kathy Fonseca for volunteer opportunities.

Sam provided an update that the financial aid department will have a few workshops coming up in the spring both in person and virtually. This will be for FAFSA and the DREAM Act.

Joanne Provided an update for EOPS. Services will be provided to students with an incentive of a \$10 gas card.

Elaine provided an update for student health services. There will be a student development week including a Women's International Day. Input and collaboration is welcome for anyone who would like to work with us on it.

Michelle provided an update for student accessibility services. There were a few workshops that will be coming up for the spring semester. SAS will continue outreach with the high schools. They had a successful fall outreach.

Kathy Kafela provided an update for transfer. The transfer center is having an open house to help students with their transfer applications. We are also planning for next semester. We would like to do a career and transfer fair to expose students to the variety of careers. Oscar Rodriguez is now in our office and will head both fairs.

Olivia added that yes, Oscar Rodriguez transitioned over to the transferring Career Center.

April provided an update for admissions and records. There is a change for students when it comes to ordering transcripts for students to order their first and second free transcripts online.

Veada added that they have been updating the system with patch testing. If there are any issues with forms, we take the error information back to TESS so that it can be fixed. When students register, we can make sure everything is working accordingly. We report any issues to TESS.

	<p>Shalita announced that CalWORKs will host free tax services will be coming up at the beginning of next year. Tacos and Taxes. We are working on creating a commercial for our department. The commercial will be us as anime characters. Marketing we'll prepare our photos and send them out to be made into anime characters. We are excited about that. We would like to broadcast it on KVCR and some of the TVs on campus to market our program and college.</p> <p>Marco announced that counseling and matriculation will have a welcome back reception for our international students in February. We have revised the online application. The Accuplacer for assessment has been in the works. We have been working with the Math department to update our math assessment. Final tests are being done by the assessment staff. We are hoping to go live soon.</p> <p>We also have our annual high school counseling career and technical conference. We have about 70 responses already.</p>	
<p><b>7. Other Items</b></p>	<p>Olivia added that in looking at our enrollment numbers, 68 students have been added from this morning so if we can do that every day then we will get to our goal!</p>	
<p><b>8. Adjourn – Next Meeting will be January 26, 2023</b></p>		