

SBVC

Student Services Council

MINUTES

January 26, 2023

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

TOPIC	DISCUSSION	FURTHER ACTION
<p>1. Approval of 12/15/2022 Minutes (at next meeting)</p>	<p>November 17 minutes were motioned to approve by Ray. Seconded by Oscar. No further discussion. No corrections. Ty abstains. No objections.</p> <p>Minutes approved as written.</p> <p>Minutes from December 15th will be approved at the next meeting.</p>	
<p>2. Spring 2023 Enrollment Update</p> <ul style="list-style-type: none"> Phone banking/ Telemarketing 	<p>2022-2023 Annual Target= 9,002 FTES</p> <p>We are positively tracking toward our goal of 9,002 FTES. Our ultimate goal is to be at our pre-pandemic numbers.</p> <p>As of earlier this week, enrollment numbers are at approximately 3,592 FTES. We were at 3,300.5 FTES last year this time. The only negative number is our non-resident numbers.</p> <p>Students will be enrolling for full-time classes until this week.</p> <p>Students have until tomorrow to add full-term classes. Anything after tomorrow would be a late ad and should go through the late process. Students should have been attending before the census.</p> <p>Is it beneficial to encourage employees to take classes?</p> <p>Yes, every bit of enrollment helps. So there's no wrong way.</p>	

	<p>Can the goal for staff to register for courses be intentional? For example, X amount of classes registered by staff members?</p> <p>That's an interesting idea. It's something we can discuss with the enrollment management committee as we put together the marketing material.</p> <p>Would it be helpful to reach out to Rania for professional development fund the cost of units?</p> <p>Classified Agreement has benefits for going to school such as reimbursement which can be utilized.</p> <p>Yes, we can work with marketing to craft and get that out.</p> <p>We've been phonebanking. We had 6,000 students in the fall who had not registered at the time the list was created.</p> <p>We are 8% above where we were last year.</p>	
<p>3. Student Services Monthly Programs</p>	<p>We have discussed in our Student Services Managers meeting a Student Services Resource Fair in February. The idea is to build on the resource fairs that have occurred in the fall and to do them on a consistent basis for students to see on campus.</p> <p>We had the welcome tables this semester. It was a wonderful event. Erik provided coffee and donuts that we shared with our students. They enjoyed that. We served about 600 students at our tables. Once again, that doesn't tell the whole story. We got the chance to connect and mingle with our students. It was a great event. Thank you for those who volunteered.</p> <p>Do we know the date for the Resource Fair?</p> <p>February 23rd from 11-1 pm.</p> <p>In addition, we are open this Saturday for students from 9-1 pm. It doesn't seem to be advertised, but as a suggestion it should be announced to students. Can it be put on the marquis?</p> <p>We can check with Paul.</p>	

	<p>Would it be possible to get a list of information to our high school counselors about open classes?</p> <p>We can. A list of the open classes are on our homepage as well.</p> <p>If communication is sent out to promote classes, promoting late start classes is recommended because at this point high school students have to submit a packet.</p>	
<p>4. BOT Goals</p>	<p>As we're talking about enrollment and retention, we have goals – board of trustee's goals. We will be sharing information as we move forward showing them the work we are doing. What we do fits nicely under the goals approved by the board last year. Broadly, those goals such as supporting student success, Diversity Equity Inclusion and Anti-Racism (DEIA) work, regional leadership, and fiscal stewardship.</p> <p>Sharing the information is going to have to do with sharing the data which will help get the message out on the great work that is occurring and how they tie into the overarching goals.</p> <p>There will be a template shared with the managers where we can fill out to share the things we are doing.</p>	
<p>5. SBVC Strategic Directives</p>	<p>We have 8 strategic directives for the college that will be going through a final approval process through our constituent groups. These fit into the 4 board goals.</p> <p>When we talk about it, it is good for the students.</p>	

6. Area/Dept. Updates

Basic Needs Coordinator has been hired, LaCretia Smith. Thank you for those who met with her. She feels very welcomed. We can refer students who have food and housing insecurities. She will also be working with the community. A welcome email will be sent out to the campus.

The next financial aid disbursement is scheduled for February 3rd. We would like to ask to promote federal work study. There is a lot of funding available. It is up to 20 hours a week. Priscilla is the point of contact.

February 23rd we will have a resource fair. We will be reaching out to everyone to participate.

If you have any students with financial aid questions and the answer is questionable, please refer them to the financial aid office to avoid misinformation.

Erik Morden is looking for FWS students.

Admissions and records is looking for FWS students also.

Over the last two years we have received over 19 million dollars in HERFF funds. All of that has been issued to students. HERFF funds end May.

The scholarship application deadline is January 31st.

FAFSA and DREAM Act application workshops will continue Fridays. The schedule is posted on the website.

International Women's event will be held March 8th from 10-1 pm. If anyone would like to participate in the planning of the event, you're more than welcome.

New legislation requiring Narcan available on campus in case of overdose. If you feel that you're in a high-risk area for students who could actively overdose and would like to be trained in that area, please reach out.

Together we thrive event occurs Thursdays at 10 am. Encourage students to participate.

	<p>A2MEND summit application has been extended to the 31st. The conference will be March 2-3rd. Details on the flyer.</p> <p>Monthly update template will be sent out.</p> <p>A weblink for students who are parents will be sent out.</p> <p>Enrollment priority conversation is happening at DAWG.</p> <p>Interim president, Dr. Linda Fontanilla, is on campus. She may be popping in to say hi.</p>	
<p>7. Other Items</p>	<p>AB2881: Student Parent Internet Website (February 1, 2023) Priority Enrollment (July 1, 2023)</p> <p>We need to have resource information for students who are parents, and they will also have priority registration.</p> <p>Suspicious Student Activity: Student fraud has been occurring across our system. You have people posing as student to gain access to resources. Typically, financial aid. They're registering for classes. This week we have been notified by some faculty members of suspicious student activity. We have been following up with those marked as suspicious and requesting additional follow ups with those accounts. We are working with TESS, A&R, and instruction to identify them. Some actual students might get caught up in the filter, but we're working on a message to those students that they need to communicate with us so we can verify they're a student. I just want to make sure we're aware of that.</p>	<p>Paul is working with web team to launch webpage by January 27, 2023</p>
<p>8. Adjourn – Next Meeting: February 23, 2023</p>		

*Data Focused – Map to BOT Goals (Action Plan)