

Modesto Junior College
Student Services Council
March 21, 2014

Members	Representing	Present	Absent
Brenda Thames , VP of Student Services	Chair	√	
Francisco Banuelos , Dean, of Special Programs	Dean Rep	√	
Arnold Chavez , Bookstore Operations Coordinator	CSEA	√	
Lorena Dorn , Dean, Counseling & Student Services	Dean Rep	√	
Peggy Fikse , Director, Student Financial Services	Student Financial Aid		√
Brian Greene , Librarian	YFA		√
Abigail Heras , Student	ASMJC		√
Manny Walsh , Administrative Secretary	Recorder (Substitute)	√	
Bryan Justin Marks , Program Specialist EOP&S	CSAC		√
Ross McKenzie , Professor Mathematics	Academic Senate	√	
Pedro Mendez , Dean, Technical Education	Dean Rep		√
Christian Ochoa , Student	ASMJC		√
Kathie Ratto , Admissions & Records Technician	CSEA	√	
Martha Robles , Dean, Enrollment Services	Dean Rep	√	
Layla Spain , TRIO Counselor	Academic Senate		√
Araceli Zarate , Program Specialist, Tech Ed & WFT	CSEA appointee	√	

Vacant position
2 Academic Senate Seats

I. Call to Order

Brenda Thames called the meeting to order at 10:05 a.m.

Action Item

II. Action Items

a. Approval of Agenda

Agenda was approved. There was a comment/concern regarding lack of detail available with the new format of the agenda.

Action Item:

**Brenda moved to approve agenda of March 21, 2014
 Seconded by Ross McKenzie
 8 ayes, 0 nays, 0 abstentions
 Result: Motion passed**

b. Approval of Minutes

Araceli stated that in the last meeting she spoke about the college hiring “staff” and not faculty.

There was concern voiced over the amount of content contained in the minutes. It was recommended as part of shared governance, these concerns should be shared with College Council on an individual basis

Minutes of April 28, 2014 approved with the following corrections:

VII. Standing Reports:

(Paragraph three)

*Araceli asked whether the college had plans to hire additional ~~faculty~~ **staff** due to the increase in student population gained from the new Saturday outreach efforts. Brenda responded that the college is approaching the 50% law and that there are no plans to hire ~~faculty~~ **staff** at this time. Araceli inquired as to the possible date when additional ~~faculty~~ **staff** would be hired; Brenda responded she would have to report the stats at a later time.*

Action Item:

Brenda moved to approve minutes of February 28, 2014

Seconded by Ross McKenzie

8 ayes, 0 nays, 0 abstentions

Result: Motion passed

Business

III. SSSP Planning Update

A combination Student Services Council and faculty meeting to discuss the Student Success and Support Program (SSSP) and equity requirements will be held next Friday, March 28th. Plans need to be written for both elements. The goal is to have an outline by April and a written draft by summer.

Brenda walked members through the CCCO website and showed them where and how to access the SSSP resource documents. The task force recommendations document was reviewed as well as its key provisions: assessment, orientation, and education plans; course of study declaration; funding model; academic standards for state financial aid; and, the Student Success Scorecard.

Action Items:

Lisa will send out information for the next meeting scheduled this Friday.

IV. SSSP Recommendations (*and discussion*)

Course of Study Declaration

The need to determine how long a student may be allowed to remain in an undeclared major status was mentioned, as well as the requirement for students to verify their major each semester. Martha stated that they (enrollment services) are discussing having it become a requirement at 15 units. Brenda suggested that students who want to change their major be required to visit the Career Center and/or meet with a counselor to discuss their choice/change. Martha reminded members that an exemption may be granted to students who only want to take one class (e.g. apprentices, full time workers) and that exemption forms may be obtained from Judy Drummond.

Education Plans

Brenda, Kathy, and Araceli discussed how different models/pathways need to be developed for the different populations of students (e.g. high school, CalWORKs, apprenticeships, etc.) and that they need to be modifiable if necessary.

Assessment

Lorena reminded members that only an abbreviated education plan is needed and that the students do not necessarily need to meet with a counselor.

Student Success Scorecard

Ross informed members that the student skills data sent to the chancellor's office was coded incorrectly. The basic skills classes taken were not counted as college level skills. Math 10/20 was counted, but not Math 70. The same thing occurred with English and ESL classes. Ross further stated that these scores make us look horrible, but that it is the scoring that is inaccurate. Brenda replied that this is an orange flag for the council to be concerned with and that it may be a concern when it comes to reporting the metrics.

Brainstorming

Brenda stated that there is a need to build mentoring relationships. Create mentoring opportunities; broaden student development. She reminded members that the majority of time students spend on campus is in the classroom with faculty (525 hours/semester on average) and that faculty plays a key role in student success. It was noted that mentors needn't be faculty members only. Kathy mentioned that these types of connections were being made during the most recent Saturday recruitment workshop while students participated in small groups.

The possible use of an early alert system notifying students of low grades was discussed. It was mentioned that it would be helpful to have a software program accessible by both student and faculty, enabling 24 hour access to grade status.

Brenda informed members that the college needs to embrace the reality that the taxpayers want more than exploration; they want students to complete degrees and certificates. It is all about the outcome.

Student Equity

The Student Equity Plan may need to be addressed annually now that it is linked to the Student Support Initiative. Lorena mentioned that the plan prompts us to let us know what questions we should be asking ourselves. The instructions for completing the equity plan are located on the CCCCO website under Student Equity Reports and Resources.

V. Open Discussion

VI. Standing Reports

No standing reports made.

VII. Public Comments

No public comments expressed.

VIII. Announcements

Brenda apologized for the delay in sending the links mentioned in the previous meeting. Martha reminded members that she too had sent the links on a previous occasion.

The combination Student Services Council and faculty meeting will be held on Friday, March 28th.

IX. Adjournment

Meeting adjourned at 11:30 a.m.

Next meeting: March 28, 2014 • 9:00-11:30 am • Mary Stuart Rogers • West Campus