

**Student Services Council Minutes**  
**Wednesday, July 6, 2016**  
**10:00 A.M. ~ Board Room**

**Distribution List:**

- |                   |                    |
|-------------------|--------------------|
| ✓ Melissa Green   | Charlie Roche      |
| Sunny Greene      | ✓ Bart Scott       |
| Denis Hagarty     | Todd Scott         |
| Jan Harris        | ✓ Scotty Thomason  |
| ✓ Doug Haugen     | ✓ Meghan Witherell |
| ✓ Jan Keen        | ✓ Stephanie Wroten |
| ✓ Valerie Roberts |                    |

**I. Approval of Minutes**

The minutes from 2/10, 3/2, 4/6, 5/4 were approved (Haugen, Witherell).

**II. Identifying Goals for 2016-17**

There good goals identified in the Self-Evaluation Plan so they will be the Committee's focus for the coming year.

**III. Review of Student Services 2015-16 Self-Evaluation**

- The group reviewed the Self-Evaluation, focusing particularly on the accomplishments, obstacles, and recommendations.
- They also looked at the goals to put them on everyone's radar so they can begin planning activities, processes, etc. to complete them over the next year.

Other related discussion:

- Bart and Todd will attend a conference on enrollment management.
- Melissa and Dawnie will attend a Noel Levitz conference on marketing, recruitment and retention.
- The Equity Plan submitted to the Chancellor's Office was reviewed and the readers indicated they would like to see a couple of revisions. Melissa will use SSC to work on them with her.
- The Chancellor's Office notified SSSP, Equity, and Basic Skills programs that they won't need to submit new plans this year.
- Siskiyou Promise efforts continue. We're working with the local high schools to get lists of incoming seniors so we can connect and do outreach all year. It is important to report back to the high schools about who enrolls so they will know the results of everyone's hard work.
- It was suggested that we go back to buying ads in the county high schools' yearbooks to support them.
- Bart will be making outreach efforts at Weed High School in their life skills period a couple of times per month. Topics will include financial literacy.

#### IV. Area Updates (All)

- DSPS – 179 students were served this spring. This includes students with psychological, learning, and short/long term disabilities.
- Financial Aid –
  - Simplifying the work study application for federal and district students. The can use our homepage to view and apply for jobs on campus.
  - Siskiyou Promise book vouchers being awarded to students.
  - Summer Pell awards processed.
  - Fall award packaging ongoing.
- Lodges/Student Life –
  - Room renovations continuing. Lodges have been and will be occupied throughout summer; Upward Bound, NOLS, Tribal Youth, North Valley HS football are the summer guests.
  - RAs return on 8/1 to begin training.
  - Summer programs end on 8/5 and residents begin moving in on 8/6 – a 24 hour turnaround!
- Yreka Campus – see President’s Report
- Counseling -
  - SOARs continue. There will be designated fall athlete SOAR sessions just before fall classes begin. There is no requirement outlining the order of orientation, advising, and registration. This will enable certain populations (distance learning in particular) to be advised and register before completing orientation.
  - EOPS-2015-16 grants were increased and students received a retro payment for spring.
  - CARE – small program since these students also qualify for EOPS Cal Grants and can get childcare through Siskiyou Childcare Council.
  - Upward Bound students are on their college tour.
  - SSS – still taking applications.
- Research –
  - Working on Gainful Employment data. It is in an old Visual Basic format and challenging to export into Excel.
  - The Noel Levitz survey was submitted and should be back within a month. There were 276 surveys returned out of the desired 300.
  - The first of Bart’s monthly “factoid” features for this meeting was regarding the decrease in the yearly probation and dismissal academic standings. It appears that after the “W” vs. “F” campaign in spring of 2015 that the number of dismissal showed a significant downturn. Not a purely scientific study, but interesting...
- Student Services – no report
- Admissions – Busy times! Ellucian, the auditors, and the 320 report all happening simultaneously!
- Upward Bound – no report

- ASB – Doug will be working with ASB and the Student Trustee this year. The Student Activity fee resolution begun this past year was not completed. It will be brought back on the table this year.
- Instruction Office – no report
- President's Office –
- Older buildings on the Yreka campus are being painted. The former exercise room may become Student Services to allow easier access (no stairs). Some outside entities are renting space on campus.
- Here at the Weed Campus, the track, bleachers, gym floor, and kitchen are all receiving facelifts.

**V. Other**

**Future Agenda Topics:**

- Update Student Center (Haugen)
- Use of Student Center Fee (Haugen)
- Possibility of Student Body Fee (Haugen)
- Monthly SSSP/Equity Updates (Val/Melissa)

**2015-16 Meetings**

November 4, 2015

March 2, 2016

December 2, 2015

April 6, 2016

January 6, 2016

May 4, 2016

February 3, 2016