

**Student Services Council Minutes**  
**Wednesday, December 2, 2015**  
**10:00 A.M. ~ Board Room**

**Distribution List:**

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

**I. Minutes from 11/4/15 Meeting**

The minutes were approved as presented (motion-Witherell, second-Greene).

**II. Student Equity**

The plan will be sent to the Board of Trustees for approval at their next meeting and to the Chancellor's Office by February 18<sup>th</sup>.

The plan is a framework for the implementation of the Equity efforts here. We can modify and add to the plan and will just need to send the revised plan to the Board for approval.

Melissa went through the plan with the group to help them understand the reasoning behind the efforts that will be made.

**Comments Questions:**

- If our goal is to match/exceed enrollments by our targeted populations in Siskiyou County, the out of the area student demographics will give us false results. We need to identify the actual local students from the various populations to see whether we are successful or not.
- A suggestion is to search the students by high schools since addresses are not reliable (out of area students often list the local as their permanent).
- The course completion numbers used in the plan are not the most recent. Bart will look for the most up-to-date data and get it back to Melissa. It does not significantly change what we will be doing.
- Have we determined the reasons that certain cohorts have not been successful so our efforts will address them? We don't have that level of research which is why we are using identified best practices.

- We will do outreach to our targeted populations at the local high schools and “listening sessions” in local communities to make sure we can make the increases we are projecting.
- Which classes have been indentified for the summer bridge session? The GUID 1001 College Orientation and GUID 1005 College Success Skills have been suggested.
- It is critical that our outreach person (this position will hopefully be filled in January) can also assist students with their financial aid issues and FAFSA completion while visiting off campus. When on campus, students can come to their office for assistance.

An end of the semester review will determine whether we have made progress.

Melissa will email this group to vote on whether they support forwarding the Plan to the Board.

### **III. Siskiyou Promise/Siskiyou Experience**

These recruitment and success efforts are in the development stage.

The Promise is in the development stage. Its purpose is to encourage local high school students to come here by paying their enrollment fees.

The Experience is to give them assistance beginning at the time of admissions through financial aid completion, registration, and onward...

Help with books, transportation, and other barriers during those first weeks is critical.

It is hoped that these efforts will not only encourage more of these students to choose COS, but that it will increase success and completion.

Ideally, we can eventually expand this to all students willing to partner with us to assure their success by participating in a prescribed path we will determine.

### **IV. Area Updates (All)**

- DSPS
- Financial Aid –
  - Attended the annual conference where Equity and Gainful Employment were the emphasis.
  - Major fall disbursements completed.

- Student Life –
  - Doug will attend the same Active Shooter Training that Denis Hagarty attended at SOU.
  - The Lodge staff is in “collections” mode to get residents’ balances paid.
  - A behavior intervention team is being formed and will begin meeting regularly.
- Yreka Campus
  - Getting ready for registration.
  - Updating old distance learning equipment.
- Counseling – No report.
  - Prepping for registration.
  - Have been included in the new math sequence discussions.
- Football – Pushing to implement drug testing.
- Research – No report.
- Enrollment Services -
  - Testing registration before November 9<sup>th</sup>.
  - Working on recruitment efforts.
  - Working on ISAs. Currently have 29 students from the SFPD cohort who are seeking degree completion.
  - Working to simplify veteran processing.
- Upward Bound – Immersed in finishing the Annual Report.
- Instruction Office - No report.
- President’s Office - No report.

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  
 December 2, 2015  
 January 6, 2016  
 February 3, 2016

March 2, 2016  
 April 6, 2016  
 May 4, 2016