



# Student Services Meeting

Tuesday, September 4, 2012  
2:00 p.m. -3:30 p.m. Conference Room 451A



**ATTENDEES:** Brenda Johnson, Roberto Gonzalez, Lynn Massey, Ramona Butler, Jennifer Lenahan, Jasmine Martinez, Paula Coil, Victor Flint, Tamara Harris-Coleman, Loretta Newsom and Michael Bailey (ASBCC President)

Fatima Shah,

Loan Nguyen, Victor Flint and Loretta Newsome.

**CHAIR:** Brenda Johnson, Dean of Student Support Services

## AGENDA

- Fall 2012 Registration/Enrollment Review and Recommendations (see attachment from email sent 8/31 with recommended enrollment strategies from prior years)
- 2012-13 PCCD Strategic Directions
- Leadership Meeting 9/5 and Roundtable 9/17 (Chancellor attending)
- Area reports
- Items from the floor

### Fall 2012 Registration/Enrollment Review & Recommendations

May emailed everyone in advance since she would not be at this meeting the “Enrollment Facilitation Strategies”; a copy of this was given out at this meeting. Dean Johnson went over this with the committee.

### 2012-13 PCCD Strategic Directions

We will need to move outside funding for more creative activities to enhance retention and persistence. We will update our Program Review this year. Continue updating our Technology Plan. Our Accreditation Mid Term is due March 15, 2012.

The Programs on the 3<sup>rd</sup> floor are very crowded and some of the students are enrolled in more than one program. The EOPS, CARE/CalWORKs, TRIO and Persist students often inquire what is the difference between all of these programs.

Mayor Bates started an initiative to partner with the continuation High Schools in Berkeley to target those non-traditional students.

### Leadership Meeting 9/5 and Roundtable 9/17 –Chancellor Ortiz Attending

Chancellor Ortiz will be attending both the Leadership and Roundtable meetings. BCC has had some very positive and major shifts. We are still on warning with Accreditation with item #5 Recommendation.

There will be an all-day Student Leadership Workshop Conference for all Student Government leaders coming up.

### Area report

**ASBCC:** The ASBCC Senators will be broken up into groups and each Senator will be assigned to a Student Services Department. They plan to do monthly tabling to get awareness to all these student services programs and services.

**A & R:** Loretta handed out a copy of our refund drop deadlines and a copy of the short-term/late start class list. Students on payment plans can only enroll if they show proof they are on a plan through the district office. Ambassadors helped out with triaging the lines.

**EOPS:** Currently working with the ASBCC Senators. They met their enrollment target for the fall. There will be an EOPS/CARE/CalWORKs Forum for all 4 campuses on September 28<sup>th</sup> here at BCC. Luna Finlayson took a position at Contra Cost College and Marsha Kuehn will replace her beginning September 10<sup>th</sup> working Mon.-Thurs. from 9-2pm.

**Counseling:** Back to regular hours. There was quite a turnover in part time adjunct counselors this past summer. Denise Fontenot will transition into the new PACE Counselor. BCC will soon advertise for two new FT Counseling positions.

**Jasmine/VPSS Office:** There have been some changes in services such as, Jasmine will no longer be the Campus Certifying Official for BCC; Jennifer Lenahan will now serve as this; Jasmine will now oversee Photo ID Office, Campus events, Paula Coil will work with Scholarships and ASBC; and all Grievance/Discipline will go through Brenda's office now.

**Jennifer Lenahan:** Veterans enrollment has picked up a lot. Jennifer had noticed that there are some payment plan issues.

**DSPS:** There is new staff such as LCD Specialist Maricela Becerra and they have begun the hiring process for the FT DSPS Coordinator/Counselor. They hope to hire a new position, Technology Specialist in the near future.

**TRIO:** They have another Campus tour scheduled for UC Santa Cruz. The TRIO Program has been funded to serve 140 students. They will have two new counselors for the TRIO Program.

**Items from the floor**

None

**NEXT MEETING: 9-25-12**

PLEASE SEND AGENDA ITEMS NO LATER THAN THE FRIDAY BEFORE THE MEETING ONCE IT IS ANNOUNCED.

Adjourned at 3:32pm

J.Martinez