



Student Services Council Meeting
Tuesday, April 9, 2013
2:00 p.m. -3:30 p.m. Conference Room 451A



ATTENDEES: Gabriel Martinez, Jasmine Martinez, Roberto Gonzalez, Jennifer Lenahan, Ramona Butler, Victor Flint, Loretta Newsom, Fatimah Shah, and Loan Nguyen.

CHAIR: VPSS Dr. May Chen and Dean, Brenda Johnson co-chairs

AGENDA

- Meeting Minutes review and approval
- BCC Student Success: BCC Student success initiatives, College goals, First-year experiences
- Area reports
- Items from the floor

Handouts

Agenda, 3/19/13 Meeting Minutes for review/approval and handout of "BCC First Year Experience (fall 2013 Pilot)".

Meeting minute's approval

Meeting Minutes approved by the committee

Student Success: BCC Student success initiatives, College goals, First-year experiences

In the past we have never had a cohort to track first year experience. The goal is to establish a cohort for our first year participants. The April attendees for A & O will be introduced and recommended to attend the Mega Day orientation on 4/13 & 4/27. Towards the end the counselors will help the participants to develop a SEP in a group setting and then break down into small groups with each counselors (approx 4 counselors will be present). The four counselors there on Saturday will keep track of those students they worked with and collect their contact information. This will then begin with tracking these students and this will be considered our first year experience cohort group. They will be eligible depending if they qualify for Financial Aid and EOPS, etc. This list will also be sent to A&R for registration priority enrollment. Most of these students will be high school graduates. By enhancing student engagement; the counselor that worked with a particular group will be assigned to those students. Those students will then be required to meet with the counselor at least once a semester; for EOPS students it can be up to 3-4 times.

Dr. Kerry Compton along with Sylvia Espinosa discussed the record corrections process and changes. The policy states it is the primary responsibility of the student and not the faculty instructor to drop their courses by the deadline. The instructor can mark the student no show, but again it is not their responsibility; the responsibility falls upon the student. There have been problems with back dropping the drop date; it subsequently affects Financial Aid, FETS, etc. In general, record corrections can be an issue when it comes to grade changes. Please only forward only those situations that are really an exception to the rule. With the new Vice Chancellor of Admissions, we are moving into a conservative era where a lot of these record corrections will not be approved. Record correction is not a remedy for not following the policy or paying the tuition bill.

When students are charged for the class, it's because they missed the refund deadline. Inform the student that this is not a remedy and will not remove the fees.

It was also suggested that we send proposals to the district to have the system automatically calculate the GPA when a course is repeated with a passing grade instead of filling out the pink form from the A&R for a repeat for a grade change. The system now does not automatically calculate the new GPA. Therefore, the failing grade will always remain on the transcript but can be removed from the calculating of the GPA portion.

We then reviewed the handout “BCC First Year Experience (fall 2013 Pilot)” and “Student Success Alignment”. For 6 years 17% of our students never moved onto college level English. May surfed the State Chancellors website and created and utilized their reports to see how they compiled their information for tracking. Every year now our numbers will be posted. We need to follow up on this grid and closely follow this throughout the year. Per 2.2 in Section A.1.1 in regards to the SEPs, we have to increase the SEPS from that 30% goal to exceed the number to 66%. EOPS, PESIST and PACE have done recruitment, and we welcome DSPTS, TRIO etc to also do this.

Please when referring people to another department or person please write it down until the referral slip is ready to put in play. May asked Victor to work with the ambassadors to do their best to see how they can minimize and triage situations.

Victor noted that he will also have the ambassador’s post on their webpage this information and he will email a link to the committee of where this information will be posted.

May ask that everyone please fill out the columns and enter everything you have done this past year.

Our college has redesigned our class schedule so there will not be anymore overlapping classes.

We want to thank classified for working hard this year and for the professional development activities.

Area reports

Dean’s Office: TRIO beginning priority registration; going well so far. TRIO Program is planning a campus tour to CSU Monterey on the 19th of April. Check Catalog for your areas again and send to Brenda ASAP by 2pm tomorrow.

Victor/Outreach: April has been a very busy month for ambassadors. They will be at the BCCO’s (2 this month), CalDay 4/20, 45 student tour from Richmond High, etc.

Financial Aid: Finished with the 2nd disbursements for this semester. They have been working on updating the 2013-14 form. Mailing out letters to students who have filled out the FAFSA and letting them know if they need additional information.

DSPTS: In the beginning of priority enrollment this week and gearing up for their advisory committee coming in early May. Also gearing up for the end of May audit.

EOPS: EOPS had priority registration begin yesterday; it’s been going a bit slow. The Advisory board meeting is coming in May. They are working on the EOPS Graduation and have a tentative date in May. Also recruiting for the Fall semester. They will be at the BCCO on Saturday. EOPS will be officially giving out applications on June 17.

A & R: Dynamically dated courses: A student dropped the day it started and had to pay for the AC Transit fee, Loretta had to drop it as the day before the class in order to get it to show a credit, but the cashier still would not give her a refund, cashier insisted that Loretta needs to call Dominique at the district. Loretta feels that this is not her responsibility, it should be the cashiers. This is something that needs to be clarified.

Veterans: Busy with new students and priority registration. The staffing of the counseling desk will be covered through the summer into fall with work study and veteran work study.

Counseling: BCCO event is coming this Saturday; they have a lot of activities planned for our feeder schools. The “W” grade deadline is coming up Saturday 4/27. No more appointments right now during peak registrations. The assessment days are going to be the busiest days, so please refer students on the days there are no assessments.

Items from the floor

None

NEXT MEETING: TUESDAY, APRIL 23, 2013

PLEASE SEND AGENDA ITEMS NO LATER THAN THE FRIDAY BEFORE THE MEETING.

Adjourned at 3:48pm
J.Martinez