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**Student Services Council**  
**Meeting Minutes**

Tuesday, October 4, 2022, 2:00 pm – 3:30pm, Conference Room 451A/B

Leads: BCC Student Services Administrators  
  
**Mission***: Berkeley City College’s mission is to promote student success, to provide our diverse community with educational opportunities, and to transform lives. The College achieves its mission through instruction, student support and learning resources, which enable its enrolled students to earn associate degrees and certificates, and to attain college competency, careers, transfer, and skills for lifelong success.*   
**Vision:***Berkeley City College is a premier, diverse, student-centered learning community, dedicated to academic excellence, collaboration, innovation and transformation.*

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| **Agenda Item** | **Description** | | **LEADER** | **DESIRED OUTCOME** |
| 1. **Preview Agenda,** | Review Agenda and Minutes from the previous meeting  Dana moved to approve the agenda, Gail seconded. 15 in favor  Minutes- Susan moved to approve, John seconded, 15 in favor | | All | Review Agenda |
| 1. **SS Goals** | Consider increasing the Veterans students, participants added comments to the jamboard with the SS goals for 22-23 | | Martin and All | Discussion |
| 1. **Enrollment Coordination** | Updates on Spring enrollment efforts  Shared flyers and discussed plan for express registration.  Starting October 12, application workshops every Thursday 11am-1pm  Spring express registration- M-Th 2:30-4:30. Mon Tue zoom, Wed TH in person 1/17-19; 1/23-1/26 and 1/30-2/2  Many students showed up in person at the beginning of the semester. We want to be prepared for the start of the Spring semester. Student Ambassadors will be able to help students as well. Need to triage the students coming in.  Week 1- Have counseling available on a drop-in basis in person all day for the first three days with virtual counselors supporting virtual drop in.  Week 2- balance of in person and online | | John, Gail, Susan, Christine | Discussion |
| 1. **Program Review Template** | What prompts would you like to see on the Student Services Annual Update for Program Review? | | All | Discussion |
| 1. **Updates** | BCC AANAPISI Cooperative grant- $2.5 million grant  Support AANAPISI mental health, managing the model minority myth, career education  Basic Needs-Food Pantry will be open every day starting next week | | Martin  John | Discussion |
| 1. **Announcements** |  | |  |  |
| **Membership: Bold indicates attendance**   * **Stacey Shear**s, Vice President of Student Services * Brenda Johnson, Dean Student Support Services * **Martin De Mucha Flores**, Associate Dean of Ed. Success and SEA * **John Nguyen**, Director of Student Activities/Campus Life * Vacant, Director of Financial Aid * **Jasmine Martinez**, Executive Assistant to VP Student Services * **Jeejun Bertuso**, Veterans Coordinator * **Danielle Spencer**, Student Support Services Staff Assistant * **Dr. Elissa Jaw**, SAS Coordinator/Counselor * **Ramona Butle**r, EOPS/CARE Coordinator * **Carolina Martinez**, SEA Coordinator * **Susan Truong**, Student Success Coordinator | | * **Gail Pendleton**, Enrollment Services/Coordinator * **Andrea Williams,** FA Officer (out of classification) * **Denise Jones** Counseling Co Chairs Designee * Christina Taing-Rivera, LC Counselor * **Janine Greer,** Wellness Center, MH counselor * **Ronda Johnson**, Next UP Counselor * Joseph Bielanski, Articulation Officer * Hue Huynh, Senior A&R Specialist * **Christine Trowbridge,** CLC Outreach Specialist * **Dana Cabello,** Student Services Staff Assistant, Counseling * **Alejandra Oseguera,** EOPS Counselor   Guests: | | |