

SBVC

Student Services Council

MINUTES

August 26, 2021

10:00 a.m.-12:00 p.m.

Zoom Conference

Members:

Student Services Mission: To provide a system of support services that enhances student success and achievement of educational goals.

	A	P		A	P
Dr. Scott Thayer		X	Kathy Kafela		X
Andrea Hecht		X	Larry Brunson		X
April Dale-Carter		X	Marco Cota		X
Ariel Davis	X		Maria Trujillo		X
Carmen Rodriguez		X	Michelle Crocfer		X
Justine Plemons		X	Oscar Rodriguez		X
Cindy Huerta		X	Priscilla De Loera		X
Deanne Rabon	X		Dr. Raymond Carlos		X
Elaine Akers		X	Sam Trejo		X
Fermin Ramirez		X	Shalita Tillman		X
Jamie Herrera		X	Sharaf Williams		X
Joanne Hinojosa		X	Veada Benjamin	X	
Joseph Nguyen	X		Yancie Carter		X

TOPIC	DISCUSSION	FURTHER ACTION
1. Fall Reopening	After 18 months of working remote, campus offices were opened on August 2 with many classes being held in person beginning August 16. Plexiglass for the most part has been installed in the offices and good processes are in place.	We need flexibility to ensure everyone is safe.
2. Summer/Fall Registration	Results of the spring semester survey show 33% prefer online; 33% prefer in person and 33% prefer hybrid. Fall semester registration is reviewed weekly and is consistently light compared to last year. Discussion on batch uploading QR information and using Professional Experts for this since students do not have Colleague access and it needs to be individually entered. May need to allow students access to do this. CSEA may have issues with hiring Professional Experts so need to check it out and possibly have permanent employees work overtime.	Marketing sent out postcards and flyers and the District is working on billboards. Discord app is being reviewed as well as using QR codes for information.

<p>3. Enrollment</p>	<p>EIS Daily Snapshot was shared with 770 fewer FTE's and 2000 fewer students than last year. Census date is September 7, 2021.</p> <p>Books Plus was discussed with students receiving free required materials and books at the Bookstore through the spring semester. Instructors must provide a list of books/materials required (must be required not optional) and they will be provided free of charge to the students. Here is the link for FAQ information: https://sbccd.edu/books-plus/index.php</p> <p>Ebooks are the first option and will be automatically loaded into the Canvas Shell. If a hard copy is requested by the student, they need to check with the Bookstore to see if it's available.</p>	<p>Encourage students to register for short term classes for fall and remind them Chromebooks are still available to be checked out at the Library.</p> <p>There are some items that have not been paid through this program but are required and should be included. Dr. Thayer requested a list of these required items that have not been paid for ASAP. Bookstore can provide clarification.</p>
<p>4. Student Area Outcomes/EMP</p>	<p>No updates at this time.</p>	

<p>5. Area Updates</p>	<p>Financial Aid: (Fermin) Workshops are being conducted and they now have a partnership with the Mexican Consulate in San Diego. Another set of workshops being conducted with SBCUSD parent engagement center in English and Spanish. October 1 start date to reapply for 2022-23 school year.</p> <p>Admissions & Records: Priority Registration for Spring begins November 1. Parchment, an outside vendor, is in place and diplomas will be printed and/or emailed by mid-September.</p> <p>Student Health Services: Students need to make appointments for in person services which are now being offered. Online services are available for medical and counseling services.</p> <p>CalWORKs: Laserfiche is working well for students who can submit intake paperwork before they come on campus. They have seen an increase in enrollment due to this process.</p> <p>Outreach: Events with high schools are taking place, new materials are in process, tours are taking place on campus.</p> <p>Financial Aid: (Sam) \$12 million in CARES Act 3 funds to distribute this year to students and is meant to be direct aid for all students. Bank Mobile, a direct deposit to their account, makes it easier for students. EW grades were discussed and students possibly having to repay PELL money.</p> <p>Counseling: Very busy first two weeks of school. Drop In Counseling Virtual Lobby is available if no appointments are available.</p> <p>Student Life: Student Conference Room and Veterans Resource Center are being upgraded. Student Life has 4 student ambassadors to assist students.</p> <p>FYE, Guardian Scholars and DREAMers: FYE, Guardian Scholars and DREAMers are still accepting student applications. TODEC is offering free legal services to undocumented students beginning in September in the LA Building.</p>	<p>Campus Well is the online magazine that goes to every student but staff can also sign up. Let Elaine know if you are interested in receiving it.</p> <p>Andrea requested an email be sent to everyone on campus regarding the CARES funds and EW grades.</p> <p>If student petitions for an EW grade, please advise Financial Aid. April suggested a discussion and Marco will set up a meeting for discussing EW grades/petitions.</p>
<p>6. Phone Bank Update</p>	<p>Marco and Carmen are in charge of the Phone Bank effort and calls are being made. There are three main reasons why students have not registered: 1. Attending another college or graduated; 2. Taking a break from school and 3. Personal reasons. The proposal includes texts, emails and phone calls.</p>	<p>The list will be updated with names being removed of those graduated or moved as well as incorrect phone numbers. Suggested looking into campus Discord social media. Primary communication mode needs to be built.</p>

7. Other		If there are any adjustments to the composition of this committee, please let Suzan know and the changes will be made.
8. Adjourn		