



GROSSMONT COLLEGE

Student Services Council (SSC)

AGENDA

Monday, December 3, 2018

1:30 p.m. – 3:30 p.m.

Distance Learning Room (70-066)

Attendees

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| <ul style="list-style-type: none"> <input type="checkbox"/> Asma AbuShadi, Tech Programs Manager/IT <input type="checkbox"/> Jason Allen, UMOJA Counselor, Coordinator <input type="checkbox"/> Dave Evans, Acting Associate Dean, Athletics <input type="checkbox"/> Wayne Branker, Admissions and Records Supervisor <input checked="" type="checkbox"/> James Canady, Counselor/Chair <input checked="" type="checkbox"/> Martha Clavelle, Dean of Counseling Services <input type="checkbox"/> Dr. Marsha Gable, Vice President, Student Services <input checked="" type="checkbox"/> Gabrielle Gosselin, CalWORKs Counselor/Coordinator <input type="checkbox"/> Tate Hurvitz, Academic Senate President <input type="checkbox"/> Karolia Macias <input checked="" type="checkbox"/> Renee Nasori, Career Services Supervisor <input type="checkbox"/> Juan Reyna, Title V Director <input type="checkbox"/> Veronica Romero, Counseling <input checked="" type="checkbox"/> Aaron Starck, Dean of Admissions & Records, & Financial Aid <input checked="" type="checkbox"/> Heriberto Vasquez, Outreach Coordinator <input type="checkbox"/> Michaele Toral, PUENTE Counselor, Coordinator <input checked="" type="checkbox"/> Graylin Clavell, Recorder | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> MariaDenise Aceves, Counselor/Articulation <input checked="" type="checkbox"/> Caroline Althaus, College Cashier <input type="checkbox"/> Susan Berry, Student Engagement Coordinator <input checked="" type="checkbox"/> Patrice Braswell, A.R.C. Coordinator <input checked="" type="checkbox"/> Mario Chacon, Associate Dean of EOPS/CARE/CAFYES & CalWORKs <input type="checkbox"/> Michael Copenhaver, Director Financial Aid <input checked="" type="checkbox"/> Barbara Gallego, Acting Director of Student Activities <input type="checkbox"/> Daniel Hernandez, Financial Aid Supervisor <input type="checkbox"/> Pearl Lopez, EOPS Counselor/Instructor/Chair <input checked="" type="checkbox"/> Sarah Moore, Transfer Center Coordinator <input checked="" type="checkbox"/> Dr. Lida Rafia, Assistant Dean of Student Success & Equity <input type="checkbox"/> Matthew Ring, Mental Health Counselor <input type="checkbox"/> Luma Shamon, Interim Front Supervisor <input type="checkbox"/> Sara Varghese, Dean, Student Affairs <input type="checkbox"/> Courtney Williams, Associate Dean of Student Services & SSSP <input type="checkbox"/> <input type="checkbox"/> |
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Discussion Items	Action & Follow Up
Dean Clavelle started today's SSC meeting began at 1:08pm.	
<p>1. Extended Hours dates and times for January; Consider to modify business hours the week prior to winter break (James Canady & Caroline Althaus)</p>	<p>Caroline Althaus proposes closing the cashier's office at 5pm on Monday, December 17th and Tuesday, December 18th during the last week of December before the holiday break. Normally the cashier's office would be open until 6pm. Essentially it would be only closing the cashier's office an hour early on Monday and Tuesday of that week. Dean Clavelle wanted to know how building 10 is and the campus impacted that week. James Canady acknowledged it tends to be a little quitter/slower that week. Caroline's proposal will be emailed to Dr. Gable to address at the next President's Cabinet meeting on Tuesday, December 4th.</p> <p>James Canady is proposing the following for Spring 2019: Saturday, January 19th & 26th from 9am-2pm January 28th-February 8th: Monday & Tuesday's: 8am-7pm Tuesday & Wednesdays: 8am-5pm Friday's: 8am-3pm</p>

	<p>Dr. Patrice Braswell and Renee Nasori proposed for no Saturday extended hours for A.R.C. & Career Services.</p> <p>Both Mario Chacon and Gabrielle Gosselin felt that EOPS/CARE already work on Saturdays and will continue to work their normal schedule as usual.</p> <p>The spring extended hours will be emailed to Dr. Gable along with Caroline's cashier office request to be proposed at the December 4th President's Cabinet.</p> <p>Caroline asked that first there be a campus wide advertisement on the new hours (Fliers, email), and that as soon as the hours are confirmed that there be contact to Genie Montoya in the Business Operations office to ensure doors are opened and locked at the proper new times.</p>
<p>2. Addressing unconscious bias to create an inclusive campus community webinar (Martha Clavelle)</p>	<p>Dean Clavelle briefly discussed how her department hosted an Unconscious Bias webinar that gave an overview of the different ways in which unconscious bias shows up. Dean Clavelle hopes to have more information, including institutional trainings and workshops on the matter in the near future. Dean Clavelle also asked to follow up with Renee to see about adding this training to Grossmont's Student Customer Service Training Certificate program as well.</p>
<p>3. Shared Definition of Equity & Spring Convocation (Dr. Lida Rafia)</p>	<p>Dr. Lida Rafia gave a brief explanation of the shared definition/understanding of Equity. There have been a lot of discussions about adopting this shared language and how can we infuse this understanding in the campus culture and department meetings and other avenues. The current definition, which Dr. Rafia shared with the council and that has been adopted by the Student Success and Equity Taskforce, is the following:</p> <p>"Equity is not about equal treatment of all students. Rather, it is about equal outcomes achieved by individualizing the instruction and support for each and every student. Equity is about all students succeeding, especially when measured according to differences such as race, ethnicity, socioeconomic status, gender, language, family background- the list of diversities within our students goes on and on. This effort had been traditionally referenced as "closing the achievement gaps" between students from the dominant White middle-class norm and students from traditionally underserved or oppressed populations. Building equity in education shifts the focus of responsibility for academic achievement from the students to the professional administrators and teachers who are the educators in the school. Students have to do their part, but the adults in the building need to teach in a way so that all students can succeed."</p> <p>- Linton, 2011</p> <p>Dr. Rafia mentioned that this current definition is just the framework and how the group she was working with at the time came up with this and how this definition encapsulates a good message when speaking about equity. This is by no means a concrete definition, but as to be used as understanding to all and a way to begin and continue conversations on the matter.</p> <p>This definition brought a couple of suggestions from members of the council including Mario Chacon in that is speaks to the</p>

	<p>administrators and faculty but leaves out staff, both student and classified staff, and how they factor into it all.</p> <p>Aaron Starck asked for clarification as to what the purpose is and to be clear as we operationalize what our mission is. Also, services in multiple languages be emphasized.</p> <p>Dr. Patrice Braswell mentioned that her department they made time to discuss equity and what does that mean and look like at one of their department meetings. This would be a good venue to have those discussions and help promote equity.</p> <p>Gabrielle Gosselin suggested that there is a dire need to inform and instructing those on this campus to understand the needs of our students.</p> <p>Dean Martha Clavelle touched on the importance of understanding best practices and related this to a national report on done on refugee students and how California community colleges might need to look at redefining themselves.</p> <p>Renee Nasori discussed with the council that we need to take this information back and apply it across the board to our staff and especially the student workers who are the face of this institution.</p> <p>Dr. Rafia will share the “beliefs” to go along with the definition and email Graylin Clavell those “beliefs” to share with the council.</p> <p>Caroline Althaus asked how to keep these conversations and dialogue going with classified staff?</p> <p>CONVOCATION: Dr. Rafia is working on convocation (Tuesday, January 22nd) and looking at having a key note speaker that is interactive with the audience. The convocation might relocate to the quad, but a lot of logistics are still in need of factoring and working around. Dr. Rafia is also looking at having informational tables to handout resources and information. The focus is very much around equity and what it means in teaching and learning. Dr. Rafia stated that convocation tries to address this to faculty, staff in both in instruction and student services, and administrators. Student workers will be invited to attend as well. In regards to the student workers, it was proposed and accepted to not incentivize student workers to attend convocation with meal vouchers, but rather continue to invite them and more food would be ordered.</p> <p>MariaDenise Aceves asked about faculty receiving materials electronically. Dr. Rafia will either send an email out with all materials attached or the idea was presented of handing out USB drives with the information on them.</p> <p>Dean Starck asked about having students involved in convocation and hoped that students participating in convocation would continue. Also, could the faculty share out what they are doing and best practices?</p>
<p>4. Department Updates</p>	<p>a. Transfer Center (Sarah Moore): Sarah Moore announced that the UC application closed on Friday, November 30th, but that those affected by the wild fires were granted extensions. CSU applications have been extended until December 15th for every student. Due to these extensions</p>

	<p>the Transfer Center added drop in times for this week and next week to assist those students in need.</p> <p>SDSU has updated their major prep on tap.</p> <p>b. Career Services (Renee Nasori): Renee Nasori announced some seasonal job hiring events coming this week and the next including Allied Universal Security Services coming to campus tomorrow, December 4th from 1pm-4pm and AccentCare on December 12th from 10am-1pm. Also, February 5th is the Adult Re-Entry open house but Renee asked if it should it be scheduled further out in February or earlier? The council responded with looking at the beginning of the 2nd 8 week courses in March. Karolia Macias also suggested as having it part of the student services fair.</p> <p>c. Spring 2019 Registration Assistance (Caroline Althaus): Caroline asked if there are specific times that would require more assistance than others so that she can assist and push those times in helping during those times.</p>
Next Meeting	Monday, January 7, 2019, 1:30pm-3:30 pm, Distance Learning Room (70-066)