Citrus College
Student Services Committee Meeting

January 19, 2006

Minutes

Present:  Jeanne Hamilton  Arnold Rollin
Keleigh Biehlanphear  Lisa Telesca
Vince Mercuio  Adrienne Thompson
Lucinda Over  Mary Wharton
Lois Papner

Jeanne Hamilton called the meeting to order at 11:00am in AD206

AGENDA

1. Approval of Minutes November 17, 2005
The minutes from the November 17, 2005 meeting were approved as written.

2. R-5139 Student Conduct Disciplinary Action
The regulation is on the agenda for a second reading. The committee discussed a few of the changes and the proposed changes were accepted. M/S/P to approve. Pam will send the regulation out to the constituencies on campus for approval.

3. Health Services 2004-05 Report
The 2004-05 Health Services Report was distributed. The committee reviewed the types and number of services that are offered in the Health Center. It was noted that a lot of referrals are made for the things we are not equipped to do. Jeanne commented that, for reporting purposes, three of the treatments could be combined because they are logged in each time under all three categories. Arnold reported that the permanent college nurse position closed recently. A temporary nurse was filling in on a limited schedule after the resignation of Adriana Glenn.

4. Community College Survey of Student Engagement (CCSSE)
The college will be participating in CCSSE, a researched based survey that will be used to compare our students with other community college students nationwide. The timeline for the steps and tasks involved was distributed. Jeanne will be attending the Academic Senate to inform them about the survey. We will be sending our data to CCSSE next week and will be conducting the surveys during March and April. We will receive a report back from them in July and by Fall 2006, we will be able to share the survey results with the campus.

5. Staffing
Citrus is participating in the Job Fair this weekend. There are counselor openings in athletics, DSPS, and non credit matriculation. There are two non-tenure track positions – a teacher prep program coordinator and an articulation officer. Lucinda announced that Bob Jacobson, retired
articulation officer from Saddleback College, will fill in two days per week for Jeanne Howard who retired last week.

Claudia Castillo and Laura Villegas have new babies; Saadia Lagarde is due next week.

Brandon Ong resigned from Financial Aid.

John Vaughan as been the faculty coordinator for Service Learning for the last year and a half. Jeanne commented on the fantastic job he has done in building, however, he will be stepping down from coordinating the program, but has expressed a desire to stay involved.

6. Plagiarism - Tabled

7. Health Fee – The ASCC will be voting on what BOGG student will pay for Health Center services, according to what is allowed by recent legislation. Arnold said they will most likely settle on $10.00 per semester. Since the regular fee is proportionately less in summer, the fee BOGG students would pay for summer would be $7.00.

8. Other/Reports

• Financial Aid checks will be going out tomorrow.
• Students from student government visited Honors classes for the purpose of recruiting members. Five students expressed interest and have been cleared for eligibility. Arnold discussed the turn-over in student leaders.
• Lois said enrollment is down by about 400 students. WSCH is up slightly. It appears we will not make our growth projection this year, which has been the case with most colleges statewide.
• Vince reported, the two adjunct counselors in DSPS helping out after the resignation of Stephanie Lee are doing a great job.

Meeting Adjourned 11:40 a.m.