Citrus College
Student Services Committee Meeting

December 7, 2006

Minutes

Present: Claudia Castillo   Lois Papner
         Steve Gomez   Arnold Rollin
         Theresa Gregory (ASCC)  Diana Rodriguez (ASCC)
         Jeanne Hamilton  Sandra Saco (ASCC)
         Joanne Hinojosa  Adrienne Thompson
         Lucinda Over    Mary Wharton

Guests: Jennifer McCleod, Cathy Napoli, Ivon McCraven.

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

1. Approval of Minutes September 28, 2006
The minutes of the September 28, 2006 minutes were approved as written.

2. Calendar of Program Reviews
The calendar of upcoming program reviews for Student Services was distributed showing a six year schedule of all programs. We are now on a similar cycle with Instruction. DSPS, Career/Transfer and Student Affairs will complete their program reviews for this year by the end of March 2007 and will be included for discussion/review on the April SSC agenda.

3. Early Decision/Registration Priority
Jeanne reported that a number of other campuses have special events in the spring for high school seniors who are getting ready to enroll in college the following fall. Special event days are known to be strong recruiting tools and can lead students into making an early decision by getting them to complete the necessary application processes while still in high school. The committee was asked (1) in light of our enrollment issues, would you support an Early Decision pilot program in the spring, giving high school seniors priority and suspending the current priority policy? (2) Would it be possible to have an early decision program at the same time we are converting to Banner?

A discussion followed which included the following points:
- A convenient day for high school seniors to come to campus is on the day their school is STAR testing at the end of May.
- The mechanics of getting them registered will be a problem.
- We should do anything to increase enrollment and get feeder schools “connected” – they need a “carrot” such as priority registration. Other community colleges are doing it, so we should try it.
- Entice them with priority registration – even if the actual registration is not done on the day of the event.
- Since our current policy doesn’t allow high schools seniors priority, it would be unfair to our continuing students trying to get classes to graduate or transfer.
- We can have them complete the application, give them a student I.D., assess, orient and do an initial SEP, then send a follow-up letter asking them to come and register themselves.
- If we give priority registration to high school seniors, counselors can make a commitment to intervene on the behalf of continuing students and ask faculty members to allow them to add a closed class, depending on need.
- Sections need to be added for continuing students, based on demand. About 40-50% of the high school students will need basic skills classes. Graduating students need reading classes and some students put off taking Reading until the end.
- The biggest roadblock this year is Banner implementation. We are going mock-live in March and April and live in summer 2007. Early decision registration for fall would have to be in April and May. It would be a nightmare to have to register from 600 to 1000 high school seniors the old way and then have to convert them to the new system. The schedule isn't ready by then. The new numbering system looks different, so conversion would be labor-intensive. The timing for eligibility for athletes wouldn't work.

The consensus of the committee is to support an early decision program and give participants priority at the beginning of new student registration.

4. Compressed Calendar
Both the academic senate compressed calendar committee and the campus calendar committee have now approved the compressed calendar for 2007-08. Students were very vocal in their support of the compressed calendar. It will now go to the Board for approval and then be sent to the Chancellor's office for their O.K. This committee is the standing committee for the calendar approval process, but this year, an alternate process was created because a change of this magnitude required more input from more people – primarily students and faculty. Sandra said that students do support the calendar, but have concerns with the block matrix and the college hour from 2:40 – 3:30 five days a week. Students would use the time slot for activities, club meetings, etc. and they leave campus long before that time. They proposed a college hour twice a week on Tuesdays and Thursdays from 11:30 – 12:55 when no classes are scheduled. Jeanne said the college hour time slot was intended for the academic senate and other groups to meet, but she asked the student reps to submit something in writing about moving the college hour. Jeanne thanked Adrienne and the students for their strong participation and articulation of their needs.

5. AB1088 Requirements - Tabled

6. Matriculation Advisory Committee/Flex Day
For the first time in thirteen years, we are scheduled for a matriculation site visit from the system office. Lucinda is the matriculation coordinator for Citrus. She said we will be reviewing whether we should update our prerequisites as well as taking a look at our assessment policy before the visit. It will be similar to prepping for an accreditation visit as the system office will be looking into whether we are in compliance with Title 5 requirements in all of the defined categories. The matriculation advisory committee, chaired by Lucinda and Dennis Korn is meeting in preparation for the visit.

7. Categorical Site Visits - Tabled
8. ASCC Election Results
Sandra reported that the recent ASCC election was very clean and very competitive. New officers are: Nicole Prada, vice president; Jesse Sanchez, student trustee elect; and Theresa Gregory, legislative liaison. Andrew Eddy, Victoria Lambert and Jeremy Sterns, are senators. Sandra added, although all positions are not filled, plenty of students are interested in applying for appointed positions.

Meeting Adjourned  12:00