



Student Support Council

Minutes for May 25, 2023

12:50-01:50pm

Location: Information Technology Building (IT), Room 110

Committee Members (total:16)

Meeting Participants

Committee Members Present

Natalie Aceves (co-chair), Melissa Bader, Samantha Cannon, Lilia Garcia, Elizabeth Lopez, Lisa Martin, Daniela McCarson, Jethro Midgett (co-chair), John Moore, David Schlanger, Kaneesha Tarrant (co-chair), Kimberly Thomas

Committee Members Not Present

Janelle Brekke, Mark DeAsis, Dominique Voyer, Leticia Martinez, Romi Mathews

Recorder

Monica Esparza

1. Call to Order

- Time 12:57pm

2. Action Items

2.1 Approval of Agenda

- MSC Moore/McCarson
- Approved by consensus.

2.2 Approval of Meeting Minutes from April 27, 2023

- MSC Moore/Martin
- Approved by consensus.

2.3 1st Fall Meeting Date-August 24th or September 28th-

- MSC Martin/Tarrant

- Approved by consensus-First meeting date will be September 28th.

2.4 Academic Counseling and Career Development Center Name Change

- MSC Martin/Tarrant
- Approved by consensus.

Questions arose regarding the name change; website, flyers, campus signage.

Once approved by Dr. Monica Green, all marketing, website, college catalog and campus signage will be updated appropriately.

Additional questions were asked about previous career services (i.e. job search, resume writing, etc.), and also if this would affect Student Employment. Employment services will be provided through the Employment Placement Coordinator, who is no longer only serving CTE – they are set to serve all students in this capacity. Student Employment will still be housed under financial services; however, there is collaboration between the areas as student employment will post jobs on the Employment Placement Services job board.

3. Discussion Item

3.1 School Reorganization Approval and Operational Impact

- Operational changes are coming. Student Support Council was provided document: Engagement Centers Redesigned and Reimagined at Norco College.
 - The classified professionals that are supporting the engagement centers at Norco College will be moving to the 2nd floor of student services and will be absorbed into the counseling department.
 - Outreach services will fall under DOSS; there is discussion as to how various jobs can provide outreach as it is in the job description of multiple titles.
 - The following departments are planned to be housed on the Second floor of the Student Services Building which will be known as Academic Counseling & Career Development Center, pending approval of President Dr. Green:
 - Counseling and Advising
 - Transfer Center
 - Outreach
 - There are plans to also update the first floor of student services, allowing for a formal welcome center. Admissions and Records and Student Financial Services will maintain on the first floor of the student services building.
- Engagement center staff will be vacating ST 108, this room will become dedicated space for CAP events.
 - It was suggested that the room should have flexible furniture (like in IT 110) to allow for a modality of events.
 - The goal is to keep this a student-centered space.
- ST017 will become the Basic Needs and Wellness Center.

- It was shared that communication about changes would be appreciated, as it has caused stress on the Classified professionals that are currently in the areas. It was shared that it has caused stress for faculty as well. Understanding that the ideas and timelines may change, open communication regarding potential changes would alleviate tension and allow for transparency.
- The operational changes will be presented at the Townhall with Dr. Green on June 1 during college hour.
 - It was asked if service areas could shut down to attend and provide feedback; or at least have a zoom option to be able to participate.
 - In the past, a zoom link was provided; Verification is needed to see if this is still in practice.

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3.2 Survey of Effectiveness

- Results shared by Dr. Kaneesha Tarrant. During the review there were several “disagrees” and “strongly disagrees” on some survey questions.
 - Discussion about meeting modality, and/or if more discussion time is needed – co chairs can prepare an agenda that can allow for that.
 - It was suggested to have the SSC purpose on the agenda to remind all members why they are here.
 - It was also suggested that the first meeting in Fall the members revisit the purpose as a council to re-energize the membership.
 - In addition, SSC can revisit the questions on the survey to ensure they are up to date.

4. Information Items

4.1 Charters

- Revisiting charters every year is not necessary. Workgroups and committees will only bring forth charters for approval if they are new, or if they are a charter in place that have made substantial changes.

4.2 Equity Audit Summary

- Plans are in place to implement activities from the Equity Audit Summary during the Fall 2023 and Spring 2024 semesters.

4.3 Norco Advantage Outcomes

- Norco Advantage outcomes were shared, follow up has been taking place to connect with Norco Advantage participants, and register students in classes. Norco Advantage will be an effort lead by the DOSS and Counseling faculty, which will entail collaboration from multiple departments.

4.4 Commencement

- Commencement is June 9 at 6PM. As of May 23rd, 270 cap and gowns have been ordered from the bookstore. If a student needs a cap and gown and does not have the funds, please send them to Kimberly Thomas in the Basic Needs and Wellness Center.

4.5 Confirmation of meeting recordings

- All meetings will be resuming to in-person, and these meetings will not be recorded.

5. Good of the Order

A scholarship for the beautiful Marissa Iliscupidez is now in place. Details on how to contribute will be coming soon.

6. Adjourn:

- Time 01:43 pm

Next Meeting:

Fall Semester 2023

Time: 12:50pm

Location: TBD