



**Student Support Council  
Minutes for October 24, 2024**

12:50-1:50pm

Location: Industrial Technology Building (IT), Room 110

ZOOM: <https://rccd-edu.zoom.us/j/88443227226?pwd=Rvlt2S2aHexBtKledeZfYa3YQKpLP0.1>

**Committee Members (total:16)**

**Meeting Participants**

**Committee Members Present-In person**

Natalie Aceves (co-chair), Kaytlyn Blank, Samantha Cannon, Sonia Gonzalez, Steven Gonzalez, Vivian Harris, Cheryl Kumar, Elizabeth Lopez, Jethro Midgett, Gustavo Ocegüera, David Schlanger

**Committee Members Present-Via Zoom**

Caroline Hutchings, Amy Kramer, Kaneesha Tarrant (co-chair)

**Committee Members Not Present**

Lisa Hernandez, Sheree Summers

**Guests**

Kimberly Thomas

**Recorder**

Monica Esparza

**1. Call to Order**

- Time 12:56 PM

**2. Action Items**

**2.1 Approval of Agenda**

- MSC Harris/Midgett
- Approved by consensus

**2.2 Approval of Meeting Minutes from May 16, 2024**

- MSC Harris/Lopez
- Approved by consensus

**2.3 Approval of Meeting Minutes from September 26, 2024**

- MSC Ocegüera/Kumar
- Approved by consensus

#### 2.4 Student Services Resource Requests Prioritization Recommendations

- MSC Harris/Lopez
- Approved by consensus
- Kaneesha Tarrant discusses the ranking of positions based on the needs rather than funding availability, with a focus on the importance of an embedded training
- Attached copies of Student Services Prioritization ranking recommendations for
  - Items
  - Budget
  - Staff
    - Ranking for Staff
      - Gustavo Ocegüera mentioned for ranking number 4; Director, Academic Advising and Student Support position
        - Position will be funded with Title 5 grant
        - Position planned to be institutionalized in year four, after the grant runs out
        - Make sure this position is secure in year 4-5

### 3. Discussion Items

#### 3.1 Basic Needs Presentation

- Kimberly Thomas highlighted program efforts to improve accessibility of these services to students, both in-person and online and presented data from a 2023 survey conducted by the Real College, which showed that about 60% of Norco students had a basic need. She further shared the department's progress in serving students, with a significant increase in the number of students served from 2022 to 2023. Kimberly also mentioned the program's work with other programs on campus, such as EOPS, Phoenix Scholars, and the Unity Zone, and the addition of a bot to their website to answer general questions. She provided a handout and presented on the various support services provided by Basic Needs and Wellness Program -see attached handout and presentation. Services offered include:
  - Food Assistance
    - Pantry
    - Meal Vouchers
    - Farmer's Market
    - Snack Centers
  - Housing Support
    - Emergency Housing
    - Housing Referrals
    - Continuum of Care
  - Financial Assistance

- Emergency Grants
- Financial Literacy Workshops
- Health and Wellness
  - Mental Health Services
  - Health Services
- Transportation Assistance
  - RTA GoPass
  - Emergency Assistance
- Technology & Education Resources
  - Access to laptops (partnership with LRC)
  - Grants for textbooks
  - Referrals for low-cost WiFi
- Since its inception, the Basic Needs and Wellness Program has significantly improved student retention and success rates. By addressing fundamental needs of our students, we have created a more inclusive and supportive environment

#### **4. Information Items**

##### **4.1 E-Voting Protocols**

- All college leadership councils will implement electronic voting protocols-see attached
  - Encourage participation
  - Support transparency
  - Ensure consistency in decision-making
  - The protocols will be used when quorum is not met, allowing councils to conduct business remotely
  - The co-chairs would initiate the e-vote within three business days after a meeting, and council members would have five business days to vote electronically
  - The e-vote report would be sent to the members, listing each member's vote and summarizing the outcome
  - The e-vote report would then be added to the agenda and meeting minutes of the next meeting where quorum is achieved
- Council members discussed the potential challenges of using e-voting, such as tracking amendments and managing potentially contentious issues
  - Agreed; the method of e-voting would be left up to each council to decide.

#### **5. Good of the Order**

- Harvest Festival, Friday, October 25, 2024, 6-9pm
  - Festivities include Club booths, live performances/music and jumpers

#### **6. Adjournment**

Time 1:36 PM

#### **Next Meeting:**

Date: February 27, 2025

Time: 12:50-1:50pm

Location: TBD

**Spring 2025 Meeting Dates:**      February 27      March 27      April 24      May 22