MINUTES
April 18, 2013
10:00 AM – 12 noon, Room 707

Attendees: ValJean Dale, Katrin Field, Sandra Genera, Matthew Kritscher, Paulette Lino, Roberto Mendez, Stacey Moore, Becky Plaza, Gerald Shimada, and Bella Witt

Meeting started: 10:07 a.m.

On behalf of VP Shimada, Dean Kritscher started the meeting with a call for general updates:

I. General Updates

EARLY DECISION
Katrin Field stated we are currently holding Early Decision PSCN 25 classes and will go on till the first weekend in May. May 11th is Early Decision Registration Day. Students are encouraged to come to campus, but they can register from home. Lora Bongard and Rozen Bondoc from Admissions & Records will be on hand to help. The Assessment Center will be open to accommodate overflow of students.

Katrin said we have 650 students (includes students in the Promise Neighborhood Program) in the program and she estimates we will see more than half of them on Registration Day. Students came to Chabot to take their assessment tests, attend PSCN 25 classes (very little no-show rate) and if they come on May 11th, it will be the students third time on campus.

Katrin is looking forward to seeing the assessment tests results from this year’s program. She said she has a feeling that this year will be better compared to prior years because the sessions went so well. In addition, the high school counselors were more involved. Katrin said overall we are pleased with how the Early Decision Program rolled out this year and is already planning next year’s.

COUNSELING OPEN HOUSE
Yesterday’s Counseling Division Open House, April 17th, from 2:00 - 4:00 PM, was a success. Dean Kritscher thanked the counselors for staging demonstrations/presentations on various counseling topics. It would have been nice to have more faculty attend.
**KUDOS TO JANE CHURCH**  
VP Shimada acknowledged the kudos that Jane Church received for stepping up and chairing the Curriculum Committee. He encouraged everyone to be bold and showcase their skills.

**STUDENT SUCCESS TASK FORCE UPDATES FOR BOARD OF TRUSTEES**  
Dr. Arnulfo Cedillo, President of the CLPCCD Board of Trustees, has asked for monthly updates on how the colleges are meeting the Student Success Task Force objectives. VP Shimada said he and LPC's VPSS Diana Rodrigues will put together a matrix with the objectives, areas involved and timeline. The first objective is priority registration which the colleges are already working on.

11. **Revised New Student Orientation Proposal**

Chabot Student Indy Nelson presented his revised proposal called “Welcome to Chabot Event”. Indy said that he took to heart the comments, insights and suggestions he received from the last Student Services Advisory Group meeting. For full details please refer to Indy’s attached proposal.  

**Highlights of the amended proposal:**

- An ASCC sponsored event that will be organized by students for students the premise of which answers the questions: How can you succeed as a student? Where can you go to study? How do you communicate with other professors?
- Part of this event includes counselors who will inform students about Student Education Plans (SEPs) and why it’s important to speak to a counselor.
- No cost to students.
- Not an orientation but a one-time 2-hour experimental event at **Gladiator Day**.
- After the event, students will be surveyed to find out if they liked the idea, and based on the results ASCC will determine whether to do a “welcome event” in January or a year later on **Gladiator Day**.
- Also after the event, ASCC will be given a script, a presentation and a timeline on how ASCC can make this event successful in the future.
- Included in the proposal is a request for endorsement from Student Services and for counselors to be on the “Welcome to Chabot Event” committee to collaborate with ASCC and share ideas.
- New revised handbook.
- Will be implemented on **Gladiator Day**.
- Indy will mentor other students with planning the activities.

**Comments/Concerns from the Students Services Advisory Group members:**

- The “Welcome to Chabot Event” could have benefited the 650 Early Decision Program students that come from high schools in our service areas had Indy collaborated earlier with Counselor Becky Plaza. Had this proposal been vetted, refined and adopted way back in November, perhaps the counselors would have gotten on board and then advertise the event to these groups of students, to the high school counselors, and be part of their general recruitment and outreach activities.
- Challenge of training students since every year we have a new ASCC Board.
- Due to budget constraints the college is not able to hire a Director of Student Life who would work with ASCC and oversee the management of this annual event.
- Do counselors have the time and resources to commit their participation?
• SSAG members need time to digest and discuss revised proposal. Decision to be made by next Thursday, May 2nd.
• Suggestion: To develop a skeleton of activities for **Gladiator Day** as we await the decision for the final date for the event. Last year the event was held during the 1st week of school to ensure faculty participation and instructional support.
• Indy should work with ASCC to create a more user-friendly student handbook.

VP Shimada said the college will move with its plans for Welcome Week and Indy and ASCC will have to work within the college’s template for the event. VP Shimada and Dean Kritscher will meet with Indy next week to apprise him of the decision.

On another note, Dean Kritscher mentioned that in past years the college ordered pallets of catalogs, more that we could distribute, and ended up dumping them in the recycling bin because of the disconnect between Admissions & Records and Counseling. Same issue with the Student Handbooks which are handled by ASCC. So we need to get the input from VPs and have a dissemination plan.

### III. Revised River Flow Student Model

Becky distributed a revised River Flow Student Model chart noting the following changes:
- Title change on one of the river channels from “lifelong learner” to “skills builder”.
- All information captured on one page.
- If continuing students did not have the assessment, orientation and counseling sessions, they will fall into the Undecided Category/Channel.
- More emphasis on collaboration and partnership between counseling and faculty across all disciplines.

The goal is to incorporate the information on the pie sections of the Wheel Model into the River Model. Where do the interest areas fall in the river channels? Support services will be individualized per interest area. Channels will go deeper. Rivers to flow into a wider channel. Within the wider channel will be the interest areas. Ask faculty to be part of interest area planning groups. Timeline: start advertising in October to students for Spring Semester 2014. It was suggested that within a 6-8week period from September 15 thru October when registration starts we propose a schedule to hold interest area events in the community center supported with counselors, discipline faculty from those areas and industry/employer representatives.

**Meeting Adjourned:** 11:50 AM

**Next Meetings:** May 2, 2013

**BW**

**Handouts**
---“Welcome to Chabot Event” Proposal
---River Flow Student Model (revised)