

Division of Counseling and Student Services
Wednesday, April 24, 2013
9:30 a.m. – 10:30 a.m.

Appointment Center

- Currently working on establishing ESARs for Financial Aid. ITS needs to review and finalize the changes.
- Currently the Financial Aid counselors are in a non-peak period
 - The appointments from the Financial Aid SARs-Grid have been redirected to the Counseling SARs-Grid for students to book.
 - A list was created of the Financial Aid counselors peak periods and the months they are in non-peak periods will serve as appointments on the general counseling SARs-Grid to accommodate the need of appointments, workshops, express counseling, etc.

Honor Transfer Program / Transfer Center

- Friday, April 26th is the official date for UC Berkeley and UCLA to post the results of the TAG agreements.
- The Northern Cal tours went really well and the students had positive feedback. In addition to the evaluation of the tour, a SLO was incorporated.
- R.L. has created educational plans for ten (10) of out of thirty (30) students who attended the Northern Cal Tour. Appointments are being scheduled for him to meet with all thirty (30) students.
- May 22nd is the Admit Reception and currently five (5) schools have confirmed to be in attendance.
- There were approximately 80 out of 170 students that were approved to receive the AA-T degree. The 80 students were those who followed through and qualified for the degree. There may be a few that were qualified but did not follow through with the process.

Matriculation

- The matriculation retreat was on February 20th and the focus was to review and analyze the structure of last year. There will be a follow-up meeting with Dr. Smith to discuss the proposed plan for the coming year.
- Waiting for ITS to provide feedback on the Online Orientation presentation from Cynosure
- ITS will be replacing the holds on students who are on level 2 probation.
 - Admissions will clear the holds once the student probation contract is completed, approved, and submitted. The ideal goal is to have the student holds removed the week of May 13th for students to utilize their priority registration.

- The Matriculation workshops are in non-peak period. It is anticipated for the demand to increase during the summer.
- The Matriculation Team attended the Student Success/Career Conference at Chaffey College. The SB 1456 mandate was discussed and how the changes will have an impact.
 - The current ECC Matriculation orientation format is in line with the SB 1456 mandate in regards to providing student access to orientation and educational plans in contrast to other community colleges.
 - The on-spot registration groups that took place last summer increased the number of students who received an educational plan from 200 to 700.

Project Success

- The opportunity drawing tickets are available for purchase.
- Each book consists of 5 tickets for \$20 and each individual ticket is \$5.
- The tickets were distributed to students before spring break and the funds raised will go toward scholarships, book loans, etc.
- The awards luncheon is scheduled for Thursday, May 9th from 12:00pm – 2:00pm. The graduates, 1st year, and transferring students do not need a ticket. All parents, alumni need to purchase a ticket for \$10.
- In the process of completing educational plans for the 1st year students to be ready for the fall semester.
- As a result of the HBCU Initiative, currently there are 23 students that have been accepted to various HBCUs for the fall semester. A few students are not from the Project Success Program. There are 2 students that were accepted to Morehouse University, 5 students were accepted to Clark Atlanta University, 2 students were accepted to Fisk University, 3 students were accepted to Talladega, and 5 students were accepted to Hampton. She is working on several pre-transfer agreements for students who are not quite ready but are interested in transferring.
- N.B. and K.K. continue the assignment with the HBCU Initiative after Elaine retires. The HBCU Initiative is on the web.
- The guide sheets need to be placed in the information bins.
- L.S. completes the general guide sheets and N.B. and K.K. will be working with Lori in updating the guide sheets. Dr. Smith would like to have a meeting before Elaine retires to discuss the guide sheet assignments. N.B. will follow up with Dr. Smith.
- Dr. Smith reminded everyone that the student workers in the Counseling office are available to assist any area if there is a need but to inform the appropriate area supervisor of your need.

Special Resource Center

- On April 30th there will be a resource fair and panel. It will involve the Department of Rehabilitation, Social Security Administration, Independent Living, and the Career Center in the Distant Education Conference room from 1:00pm – 4:00pm.
- The psychologist, Jan Schaffer is facilitating a 3 part workshop series that is focused on how to manage life with a disability. The first two workshops were about self-advocacy and self-awareness. The next workshop is scheduled for May 2nd in Communications 307 from 1-2pm. The topic is “Finding Support.” Some of the questions asked are as follows: Are people telling you that you won’t succeed because of your disability? Do you want friends but think that nobody will want to get to know you because of your disability? Do you find it difficult to request specific classroom qualifications without feeling needy and standing out?
- Dr. Smith stated that Dr. Schaffer is the referral for the entire campus. Through the collaborations between Health Sciences and Athletics, SRC, and Counseling in plan builder and program review the psychologist position was requested.

Student and Community Advancement

- Enrollment Management is proposing to offer priority registration for high school graduates in English, Math, and Reading. For these students to be eligible for priority registration they must complete the assessment test and the matriculation process. Enrollment management is recommending that this plan will be finalized by the end of the spring semester. The winter semester is cancelled.
- The college is currently on warning status with the Accreditation Committee. The areas of improvement need to be corrected by October 15th.
- Program Review Committee deadline was March 15th and an additional month was given to make corrections that were due April 15th.
- Compton Center roads have been repaved and are open.
- VP priorities for 2012-2013 were distributed by Dr. Smith last month. Almost 2 million was spent to fund various departments.

First Year Experience

- Information sessions were increased due to the high demand and will be available every Tuesday in the Alondra at 4:30pm. It preferred for students to register online to attend but walk-ins will be welcomed.
- In the process of recruiting students for the LMU CURSA Program. It is a partnership grant between ECC, West LA College, and LMU. Selecting 15 students from ECC who would like to participate in the two week research program at LMU. All of the issues are

focused on social justice. If they complete the program successfully, they will receive \$3,000 in scholarship money to transfer to LMU. If students are interested please let C.M. know and she will forward the application.

- On Friday, the transfer center will be on a tour at LMU and it was suggested for the information to be announced to these students and flyers with the application made available to them.
- There will be another information session and the information will be sent to everyone. Students still have time to apply for the program and the interviews will take place in June.

Dean's Update

- The revised articles of SB 1456 went to the consultation committee and it was submitted to the Board of Governors for review and approval, and it will be forwarded to the state legislature. Dr. Smith will send an email of the approved edits of SB 1456. She would like to go through all the details of the MIS codes changes.
- The majority of the changes are focused on mandating orientation and requiring students who participate in orientation, assessment, and educational planning to receive priority enrollment. The current matriculation format strongly encourages but does not mandate orientation and the majority of students who participate in orientation automatically receive an educational plan. For example, at NSWD approximately 90% of the students had an educational plan.
- There are two versions of the educational plan which are abbreviated and comprehensive. Ten points are available for the abbreviated educational plan and thirty five points for the comprehensive. The abbreviated educational plan can be offered as an accelerated option for students who complete the initial orientation and assessment. A follow up by the end of 3 semesters is required where students will receive the comprehensive educational plan.
- Dr. Smith attended the Chaffey Conference and was interested in a course that was offered at Fullerton College called Ed Planning and Career Counseling for 1 unit. All the students at Fullerton College must complete this 1 unit course for their educational and career course planning. According to SB 1456, it is mandated that students must identify a career goal. Mary-Beth was asked to follow up with Cal State Fullerton.
 - Faculty informed Dr. Smith of the interest in having a counseling course for educational planning. In terms of priority enrollment, if the counseling office offered an Ed Planning and Career Counseling course requiring all the students to enroll, it would create a cohort for ITS to trigger priority enrollment for those students.
 - The difference in offering this course through counseling verses Human Development is that unless you are a counselor, students will not be able to

receive an educational plan. The counselors would need to be invited in the classroom and complete educational plans for the students.

- Dr. Smith would like for counseling to promote the services offered more effectively. The SB 1456 mandates that students must be notified 1 year in advance of changes to priority enrollment. In the Matriculation Newsletter, students are informed that if they are on probation status, they are subject to losing priority enrollment. Students also received a letter, a flyer, and it is stated in the ECC catalog.
- The planning agenda was distributed last month to all faculty and staff. The 2006 Program Review had a planning agenda and 95% of the items were rolled over into the current planning agenda.
 - Dr. Smith expects the program review to be current with the legislature changes such as SB 1456, SB 440, and the Dream Act, etc.
 - The planning process is as follows:
 - Each program creates an advisory team and the advisory discusses what the needs are for the area.
 - The needs are conveyed in ECC Plan Builder. Plan Builder is updated every semester including any changes.
 - At the time Program Review is due, the reports from plan builder are incorporated into program review through consultation with the program area advisory and counseling. After this process occurs the planning agenda is developed.
- Dr. Smith gave an update of all the items on the planning agenda.

Meeting adjourned.