

Student Services Area Council Zoom Meeting
Monday, October 12, 2020, 1:00pm-2:00pm

- Chairperson: Ross Miyashiro
- Recorder: Lucy Nelson
- Members: April Bernabeo, Breeanna Bond, Katherine Bonilla, Angie Cholico, Marco Colom, Junnette Fariolen, Brian Krause, Ann Libadisos, Coleen Maldonado, Toni Newman, Diane Swendell, Henry Ta, Nina Wong
- Attendees: April Bernabeo, Breeanna Bond, Katherine Bonilla, Marco Colom, Brian Krause, Ann Libadisos, Coleen Maldonado, Ross Miyashiro, Lucy Nelson, Toni Newman, Diane Swendell, Henry Ta, Nina Wong

The meeting began at 1:01 p.m.

Welcome to Coleen Maldonado, Coordinator for K-14 Career Pathways, who will join Area Council. Pathways is typically a two-year program focused on connecting high school students with ECC majors, i.e. engineering, child development, auto tech (with a focus on hybrid and electric vehicles) and construction. Input from this committee will help to rethink how to organize these pathways and recreate a cohort community for these students to include student support services. Coleen was introduced to the committee members.

Review of August 11, 2020 meeting minutes

1. ECC ordered over 2,000 laptops and MiFi's to be distributed through the Library and will be available to all students on an as-needed basis.
2. The Special Resource Center is no longer involved with installation of technology on campus or laptops. When students go online to check out a laptop, they will complete a questionnaire if they require assisted technology on their laptops. ITS is looking to pre-install 25 laptops with accessibility features to be ready when requested.
3. The Warrior Pantry not only distributes food, but also personal items such as diapers, feminine products, toothpaste, toothbrushes, hair shampoos and conditioners, and deodorant. Warrior Pantry now has 4 stops for students to receive different products at each station.

Website Structure

1. Ross shared the new ECC website framework developed by Marketing and Communications. The website will be designed so students will not click more than twice to receive the assistance they need.
2. Recommendations:
 - a. The committee agreed the Warrior Welcome Center should be placed upfront under *Admissions Overview* as a one-stop shop for all questions.
 - b. Place Career Center up front to be one of the first stops for students deciding on a major. This gives Career Services better visibility instead of being hard to find under Support Overview.
 - i. Recommend placing Career Center anywhere where students can look up degrees and majors information throughout various locations on the website.

- ii. On other websites, Guided Pathways is usually front and center to make it more accessible for students to see programs schools have to offer, with relevant Career Center information under that.
- c. ASO agreed with recommendation to remove Learning Communities and Diversity Resources from Support Overview – students do not know what they are. Recommend changing the name of diversity resources or combining both Learning Communities and Diversity Resources under student support programs.

Social Justice Center

1. Right now, during discussions in the Student Experience Committee, a social justice center is a place for people to gather for seminars. The center may be located in the Communications Building where HR used to be. Area Council recommendations for use are:
 - a. Include a space for students to interact, have conversations, and learn about/get to know people from diverse groups. This is an amazing opportunity for new students to build connections and share.
 - b. Offer a space for support groups, a place where students can just walk in, share or listen.
 - c. Allow staff, faculty or counselors to be available for 30 minutes during their lunch breaks to moderate conversation in that space, or forecast workshops or webinars for social justice.
 - d. Provide staff members to give information and answer questions about campus resources.
 - e. Provide books or library resources spotlighting different social justice issues or how to learn how to have social justice conversations without getting too emotionally involved.
 - f. Walls can be used to display student art, poetry, and books related to social justice.
2. Ross will bring these ideas to the Student Experience Committee chaired by SDO President, Giancarlo Fernandez.

Updates:

1. Otter.ai is software used by SRC, but not for live captioning on Zoom because the campus would have to pay for the service. Right now, the service is free for the first 600 minutes per month – not enough if students have more than one class to record. Students are using Otter to record/transcribe classes; transcription is exported to Microsoft Word.
 - a. Set up meeting with Brian Krause, April Bernabeo, Ross Miyashiro and Gary Greco to discuss a funding source to pay for the full version and make captioning available for all students to use.
 - b. This software is easier to use than Notetaker.
2. Katherine Bonilla -
 - a. ASO is partnering with Organica, a sustainable organic product company – 108 students signed up for products.
 - b. ASO is hosting a Student Social Hour next Tuesday, Oct 20, from 3:00-4:00pm with activities, interaction and student engagement.
 - c. ICC is planning for the next Trivia Thursday.
3. Warrior Jobs is hosting a Regional Virtual Career Fair this week (October 12-16) partnering with other colleges (Cerritos, Rio Hondo, LA Mission) for this event. Employers will be there and are hiring! There are workshops for students on resume writing and preparation for interviews.
<https://elcamino.jobspeaker.com/#/event/l-a-career-connect>

The meeting ended at 2:00 p.m.