Student Support Council Meeting Agenda & Minutes

Date: May 13, 2024 / 3:00 – 4:30 pm / Location: Hybrid: WC 225 & Zoom

Chair: Tara Sprehe Co-Chair: Jessica Kissler / Recorder: Isaiah Lee

MEMBERSHIP	
☐ Student Representatives (TBD Fall)	X Isaiah Lee
X Paul Allen	X Mayla Morgan
X Josh Aman – Vice-Chair Elect	X Elizabeth Sauber
X Jennifer Anderson – Vice-Chair	X Adrienne Scritsmier
☐ Angela Armen	X Casey Sims
X Summer Baber	X Aundrea Snitker
X Joan Jagodnik	X Tara Sprehe – Chair
X Jessica Kissler – Chair Elect	

Present: An "X" indicates present at the meeting and an empty box indicates absent.

Guests:

Topic/Item	Discussion	Materials/Upcoming
Committee Business		
Welcome & Introductions Tara Sprehe 20 Minutes	• Pair & Share: Name, pronouns, your role, what are you looking forward to this summer? • Introductions around the room.	• Retreat planning for fall

Review Council Roles & Responsibilities
 	
Tara Sprehe
10 Minutes
	• Review of Council roles and responsibilities.
	   o We are reviewing how we do things / overhauling. There will be uncertainty.
	   o The most important thing to highlight for the SSC Charter is what "shared governance" means.
	   o It's a radical change to have a leadership team with 4 people on it.
	      ▪ These are: Chair, Chair-Elect, a Vice-Chair, and a Vice-Chair elect.
		• Link to SSC Charter: https://www.clackamas.edu/shared-governance

	○ Robust rotation schedule. In the chair and chair-elect role, there will always be a faculty member and an administrative member from the student services area. ○ For example, in 5 years, the vice-chair elect will be the chair. ○ General expectation that initial co-chairs maintain their positions for at least 2 years. Afterwards, only a 1-year commitment will be expected. ○ Always want one co-chair who is faculty/classified, and one who is an administrator. ○ Isaiah is a Recorder but also a full-fledged voting member!	
Review of the Mission and Charter Jessica Kissler 10 Minutes	- Review of the Council Charter. - The first two missions of our charter: go over our mission and our charge. - In a nutshell, our mission is to engage in decision making processes related to policies and procedures, strategic measures, for student support. We use data informed, race sesnsitive, information for our decision making. When our committee is fully formed in the fall, we hope to have student representatives to help bridge the gap. - As far as possible topics… There's a lot! Think about these as three broad categories: ○ What Do We Need to Maintain ▪ This was historically done by ARC. ○ What Aspects of Our Operation Are Not Working ○ Aspirational, What Positive Changes Do We Want To Make? ○ Policies and procedures related to recruitment, access, and completion. - In our SEM plan, we were tasked with identifying populations of students we needed to focus on. These were: 1st gen, Pell Grant eligible, student-parents, and students of color. - We also want to look at communication lines for student feedback, problem resolution procedures, enrollment and tracking, transfer procedure, community parterships, customized student support. Addressing and advocating for basic needs for our students. Overall goal of improving the student experience. - ARC has officially sunset, so we will be responsible for maintaining ISPs.	[PDF] Student Support Council--November

	• The pathways taskforce is trying to figure out how we mesh with the new shared governance councils. There was discussion about who to give it to or to split it up between guided pathways and student support. Our charge may evolve as we figure out what's happening. • Later, we'll brainstorm some actual ideas for what we want to take on.	

Discussion of Council Topics
 	
Jennifer Anderson & Josh Aman
10 Minutes
	• Review examples of potential discussion topics – big picture (balcony view) versus in the weeds (floor) & where the "work" may happen.
	• One thing that's been talked about is: What does this group actually do? What do the broad strokes mean?
	• We're not 100% sure. But, we know we want to be engaged in those conversations at whatever level makes sense.
	• One of the topics that has come up recently related to enrollment and student services is fraudulent applications.
	    o Community colleges like ours that don't have an application fee are getting fraud apps, that causes a lot of manual work in admissions, registrar, and business office. We aren't clear who is coming in and who we should be spending time and resources on.
	    o We have a Red Flag team that identifies fraud that is happening, they are already coming together to have a workgroup where they talk about fraudulent student situations. They are bringing a proposal to the ELT to look at this and address it. It might include adding a fee or software to help identify fraud. So, it takes some thought partnership and some leadership. It takes some pieces of researching it.
	    o We might want to create a task group to look at this, we might want to wait for the Red Flag group to bring us a solution and then look at this.
	    o We aren't deciding the work of other teams, we're doing a lot of connecting/research. A lot of these groups are going to have to be working together especially for things as specific as this.	

	- In the SEM work, there are a lot of moving pieces, and a lot of work that needs to be done. That is what our group is going to be tasked with to make sure those policies go through. And continually working with the student experience and all the new things that will be coming through. - All 5 councils are struggling with whether they are balcony or floor or combination. We're trying to figure out what that is for us. - It's not our goal to assign work to other people. It is our goal to identify what stuff we need to be paying attention to. - Who solves it? Are we going to a group to say, you have to solve this? We might go to those existing groups? Can you help? - Some councils are already creating specific subgroups. We're not ready for that yet but we might have some specific subgroups that will do some specific problem solving. - The one we know for sure we need to maintain, is the student policies. We need to figure out as a committee how we want to maintain them, and how we want to transition them from being ARC policies to SSC policies. - One of the plans for all 5 councils is to have a retreat in the fall. It will be a facilitated and we will develop our priorities. The first thing we might do is decide what cliché or analogy we might use! - Where does the SEM plan information live on our website? - If you go the committees website, it's under ARC, and then under that is the strategic enrollment and management plan and associated documents. It is current. - These meetings might be open. People can read the agendas and minutes and might be able to attend. That's part of the carrying and feeding group's roles.	
Brainstorm Council Topics All 20 Minutes	- Review the charter and work in small groups to brainstorm potential discussion/work items for the future. - What topics/needs to you see that this Council should address? - Enrollment and Retention - Fraudulent Apps	

	- Registration Event / Faculty demos – Preview Day - Belonging - Access to resources, how do they know? Add a question on the admission application or supplemental application - First Year Interest Groups (cohort in first year) MHCC learning communities - Research Best Practices - Bringing Adults Back - Hispanic Serving Institution - Belonging - Revisit Guided Pathways Best Practice - EYES – Survey - Understanding the Student Experience - Belonging - In real time, what is happening for students. - How do we get feedback before it escalates? Somewhere between comment card and problem resolution form - Building Community Partnerships - Provide transportation to high school students to come to CCC classes - Internships / Work experience - Business educational pipelines - Talk w/Helen re: what available gaps need to be filled. - How to Address Basic Needs for Our Students - Hope - Housing Costs - Food Insecurity - More tech for students, chromebooks/laptops - Hot lunches for students in need - Student homelessness/instability	
Council Operations	- What questions do we have about how the Council or Councils will work? - If we have a need for a taskforce, or a need for a new committee? How do we start those? Will they be subcommittee/subtaskforces?	

	• Where will documents/agendas live? • Other?	
Wrap Up and Next Steps	• Review what we are excited to work on and review next steps for fall. • Tara will send the Google Doc link to the SSC. You can continue to add brainstorming and questions. • Tara will find out about our webpage/repository. • We won't meet again this term. I'm not sure what will happen next and I won't be here. • Tara will just say from her perspective, there will be some painful points in this. This is a wholesale change for how we make decisions.	