Student Services Leadership Team

May 3, 2022

10:00am – 11:30am

**Participants:**

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| 1. Announcements
	1. Commencement
	2. Friday Closures
	3. Proposed “Summits” over summer
	4. CSEA/CSEW Activities
	5. Student Services administrative support
 | 1.1 Commencement* Friday is the MDC Ceremony
* Eureka Main Campus

Date: Saturday, May 14thTime: 11:00 am* Location: Eureka Campus Gymnasium- 7351 Tompkins Hill Rd, Eureka, CA 95501

Del Norte Campus Date: Thursday, May 12th Time: 6:00pmLocation: Lucky Seven Event Center-350 N. Indian Rd, Smith River, CA 95567* Klamath Trinity Campus

Date: Saturday, May 14thTime: 6:00pmLocation: Hoopa Valley High School, Pritchard Field-11400 State Hwy 96, Hoopa, CA 955461.2 Friday Closures* CSEA has approved 4-10s schedule for the summer (Beginning 6/1).
* Counseling, Advising, and the Welcome Center will close Fridays starting the week after Commencement.
* We would like to have consistent closure time/reduced hours on Fridays in the fall to allow time for professional development, enrichment, and training. Crystal would prefer that we set a consistent set of times across departments.

1.3 Proposed Summits* Summer is summit season.
* Crystal would like to plan a training and development Summit for all advisors during the summer.
* Please plan to be involved! If you have training ideas or needs please let Crystal know.
	1. CSEW/CSEA Events
* Please join us for the 2022 CSEA Appreciation BBQ! The BBQ will be held on Tuesday, May 17 at the Eureka Main Campus and on Thursday, May 19 at the Del Norte Campus.
	1. Student Services administrative support
* Stephanie will be on maternity leave beginning 5/13/22. There will be a temp coming onboard to support the area. We will send out more communication once we have all the details.
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| 1. Feedback – Professional Learning Day 4/29/2022
 | * The Great Upheaval conversation seemed geared toward instruction and the book had seemed to only be provided to faculty leading up to the discussion, which but student service perspectives at a disadvantage.
* The foundation that we all share the big why may not be true, that there may be more of a divide than we originally thought.
* There is a consensus that more opportunities are needed and wanted for Student Services and sharing with faculty more about our work on campus.
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| 1. Cal Poly Humboldt Partnerships
 | * How are things going with your interactions with our Cal Poly Humboldt Partners?
* Interactions with counterparts at Humboldt have been challenging. There is a general feeling of frustration that the partnership has been one sided and is not benefitting CR. We are not getting what we need.
* There have been more positive experiences working with the frontline and on the ground staff. The larger initiatives have not moved forward as fruitfully as the “smaller” level collaboration and relationship building. Changing the participation (top down versus bottom up).
* There seems to be a lack of alignment between our position structure and Humboldt’s. It might be beneficial to have a task org chart.
* Bob highlighted the differences in our operations (as related to Athletics) that inhibit partnerships.
* Making sure that leadership is reporting out from meetings and receptions so others understand their role or what is coming down the pipeline.
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| 1. Working Group Updates
 | * Crystal and a team of managers are working on a Manager Orientation and Onboarding initiative that will help drive our work at the district level and better orient new managers to their positions.
* LGBTQ+ working group is very close to submitting their plan and will be attending the Summit but on by the Chancellor’s Office.
* Outreach Planning Group is meeting this Friday.
* Student Equity received the disproportionate impact data from Westat and are working with IR to analyze and will share out some initial findings.
* Basic Needs and Wellness Working Group will be meeting soon. The Food Pantry will operate over the summer with Student Ambassadors. Some of the formerly GROVE services will roll into the Basic Needs and Wellness Centers in the fall.
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| 1. Administrative Realignment
 | * Dr. Flamer sent out an email over the weekend about the upcoming administrative realignment.
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| 1. Work Place Culture
 | * This is an opportunity and space for open dialogue regarding workplace culture and concerns in our area and the college community.
* How can we facilitate staff feeling heard?
* Communication from VPSS interpreting changes and what they mean. An opportunity for staff to feel acknowledged and allowed to engage in dialogue. Welcoming new areas.
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Updates

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| Admissions & Records | Open registration begins 5/2/22 with Concurrent students allowed to register the day after 5/3/22 (ed code requirement that they register AFTER all regular students).Two out of the three of my Student Services positions will be vacant by 5/2/22, needless to say our office is severely understaffed. Please be understanding of any delays you might encounter contacting or needing something from our office. Thank you! |  |
| CalWORKs | The California Work Opportunities and Responsibility to Kids (CalWORKs) program at College of the Redwoods student head count is up for Spring 2022 compared to Fall 2021. We are up to 44 students this semester (39 Eureka, 5 Del Norte). We are hopeful this trend continues and that in Fall 2022 we are back closer to our program averages of about 60 - 70 students. Also, starting in May 2022, we will have joint meetings with CalWORKs program staff from Eureka and Del Norte Department of Health and Human Services. The goal of these meetings are to increase cohesion, collaboration, and awareness of the CalWORKs program at College of the Redwoods with the North Coast region. | We are currently attending the 2022 CalWORKs Association’s Annual Training Institute (ATI) virtually April 26 - April 28, 2022. The ATI is the foremost conference for TANF/CalWORKs community college students, staff, counselors, coordinators, directors, administrators, and county, state, and federal partners. The event brings together more than five-hundred attendees and provides a forum for training, discussion, sharing, networking, and invention.This year’s conference theme is “Step Into Your Power,” and the conference will be brought to your remotely, through the Whova, the award-winning platform which revolutionizes online event engagement.We will attend general sessions with nationally know keynote speakers, engage with students and CalWORKs/TANF professionals during dozens of break-out workshops, and hear from this year’s CalWORKs Association student scholarship winners in our conference’s annual highlight, the CalWORKs Voices panel. |
| Enrollment Services- FA | We are finalizing the forms to began processing next year's financial aid. We still have a number of open positions, but are hoping to move forward with hiring soon. While the FA Literacy position remains vacant, there is FA Literacy information available at https://redwoods.get-counseling.com/ (The same platform used for completing the SAP appeal videos). Summer financial aid comes from the current 21/22 academic year except for FWS. FWS is the current 21/22 year thru 6/30. FWS as of July 1 is 22/23 financial aid. |  |