

**Student Services SLO Committee Meeting  
Minutes – April 12, 2012**

**Present:** Robin Armour, Jeffrey Benford, Dave Belman, Jorge Cea, Catherine Fonseca, Phil Gottlieb, Carole Rogers

**“In-Step with Student Services” Newsletter**

The newsletter will be distributed in early – mid May, highlighting assessment projects completed by the Information Center, Outreach, and the Counseling Department. The collaborative efforts that have been developed within the HSI – Transfer Academy will also be highlighted.

**Program Reports & Updates**

- **Counseling:** With Phil’s retirement at the end of the year, there is no replacement yet from the Counseling Department. Phil will discuss the possibility of continuing work on the prior assessment project involving the probation/dismissal project with Marie and Blas. His interest is to assess another larger group of students.
- **EOPS:** Jeffrey plans to share the outcomes of his project in a flex activity; he plans to survey returning EOPS students to gauge where the gaps are in service, identify what services are working well for EOPS students. His primary focus is to work with returning students because they are ones that typically fall through the cracks.
- **Student Life:** Dave reported that in Student Life there are three different programs within Student Life, with two SLO/assessment projects each year:
  1. UC Berkeley Leadership Symposium – still under evaluation; will look at fall leadership retreat in the future as another possible assessment project because there is ability to control changes.
  2. Social Justice Seminar – didn’t work out this year.
  3. Student government – will look for effective participation as one measure
- **Transfer Center:** Still in process of developing SLO; may evaluate student outcomes based on participation in university trips; may evaluate some aspect of the Transfer Academy.
- **CalWORKS:** Catherine is working on two SLO’s:
  1. Increase a mid-semester progress report by an established deadline
  2. Increase monthly attendance reports by an established deadlineCatherine is trying to align due dates with EOPS; encourages CalWORKS students to participate in EOPS; it was suggested to Catherine that she narrow down what skill or knowledge she wants students to have as a result of their experience as participants in the CalWORKS Program.
- **Information Center:** Additional changes have been made to the “Change of Major” form, based on student feedback; the form is not available on line yet.
- **Career Center:** An assessment project for the Career Center has been on hold this spring, while Teresea is working at CCC; Blas is working with Lisa on the presentation of Career Workshops for dismissed students that are being reinstated.

- **Admissions & Records:** Robin reported that she and the staff are working on an assessment plan involving students that applied early for graduation, allowing them priority registration; the evaluation will be based on students applying for the next graduation cycle, looking at the following criteria:
  - Did the students register early, taking advantage of the priority they received?
  - Were students able to get into the remaining classes that they need for graduation?
  - Did these students complete the remaining required classes they enrolled in?
  - Were the students able to graduate on their anticipated timeline?Reports for this project should be available in the fall.

**Next Meeting**

Our next meeting is on Thursday, May 10.