

Reorg meeting

January 19, 2016 -9:00 am

P. Ewins introduction

What you want college to look like, deans council, cpc, acad senate, new group stud sup leadership, will have voice in another venue, no decisions, recommendations,

MK, CW, AG, BZ, JH, RS, DP, EB, MCN, Areum Chin, M. Ham, DR, Ellie, Rich T,

start with Pres office, "Office of Student Learning", Academic/Student Affairs,

VP Acad Affairs - ? Artic Officer? Where does it fit, appreciate input on that, 6 divisions/deans/academic, K. Hoffmans discuss with her team, disciplines discussion, what goes with what, everyone has investment, counselors/student affairs need to have input, encourage ideas to be shared, semester of ideas and sharing

VP Stud Affairs, 2 Asst Deans, one "jiggle" Student Health move from VP Bus Admin to VP Stud Affairs, try this semester, Fin Aid directly under a VP (not a dean), Student Outreach back directly from VP,

Richard Torres, part of welcome center before, separate it and grow it

Pat appreciate history, do not let it govern decision making for future, want to hear input,

VP Bus Admin, Tim, student health center moved,

2 asst deans, student services and support Karen; other student life, ideas around names welcomed, look at Karen, dsps, eops, registrar, counseling (career/fye, etc.) , testing/matric, CalWORKs, quite a chunk, look in our areas, one person, pretty tough, academic programs, how many people that dean has to work with and supervise, dean at mc over 100 direct reports, a lot (evals, meaningful), look at how many people, faculty cannot supervise, example patty supervises program but not people, all those people are direct supervise by dean, difference is classified director (A&R – Arlene Reed), she can supervise, Fin Aid, examples, program supervision less for person above, understand structure, exception of A&R

Marion describe coordinator

Coord program

Marion budget, prog review, state

Pat Dep on program

Marion, all programs have coord or directors, keep program going, less stress for dean, come down to supervision, keep daily going, evaluation on rotation, now I see 8, before I counted 13,

Pat counseling dept chair, very similar to coord, virtually function same way, need to be with dept chair or coord, evaluation coord/dept chair does eval, dean still part of team

Marion, happened years ago in 90s, counseling used to have dean with admin asst, provide support for coun dept, went away when shift to vp, left dept with just dept chair, he inherited all the clerical, service only one without clerical support,

Pat how to organize, see a lot,

Marion, shift

Pat yes, up to dept chair and dean to make those decision, ass/tes/matr, state assessment don't know how that is going to work, don't want to do a whole lot, until get info from state, take faculty heavy programs with Karen, not fac heavy programs with David,

Student life, evening dean responsibilities not delineated on org chart and student grievances, not dept with people in it, this is where int'l students went, programs being built,

Need ideas, appreciate Marion regarding clerical, used to be matric was great huge and its changing, even term matric, change name, student success, functions remain same, language; email and copy Olivia what do you see right now, maybe work better,

One thought student support; move registrar, directly under VP instead, not faculty heavy, move under student life instead

Marion, help me, understanding of what support what you suggest, asst dean does now, what do they do, don't understand what they do, evaluations?

Pat, manage classes, coun/eops/eac, staffed, numbers are right, cut, management team, at deans council admin council, division needs being met, responsible for hiring evaluations for all people in division, day to day issues, student dept chair first line then dean,

Marion, need to have support, evidence that we would need to change, being met, look at different depts., dean gets absentee, evaluations, go to dean with problems, do not understand need to split,

Pat sure everything is being handled, is there a better way to do it, continues improvement, aware of how can it be done better, doesn't mean wasn't working

Corey, we have asst dean, academ has deans, seems inequitable, we get assistant deans, why have one or the other

Guadalupe, be all together, a process, same area, outreach moving out?

Pat outreach direct report to vp, all groups need to work together, report to diff supervisor doesn't mean you don't work together, example veteran's

Pat physical location as well, at mc years ago, eops work closely with fin aid, can we be next door, who you report to not nearly as important

Guadalupe, sabbatical, visited other colleges, one place, one stop center, eops/eac, counc/ all A&R, dual floors, can see students didn't have to run from one place to another,

Pat keep including those recommendations, location restructuring

Hamrick, agrees with location, send students

Marcelino, support Corey suggestion regarding asst dean, if I were Karen, this is a lot of work, coordination of programs, how fits, collaborate with instructional side, underpaid or not right title, in meetings if you asst dean, end of day, I represent these programs in a way that is substantial, should be dean, part of history student services always been a stepchild, not truly involved with instructional side, collaboration is needed, dean position to support operational, let campus know

Pat absolutely, generally feeling around table – affirmative

Emily, concur with Lupe/Michelle Hamrick, and Marcelino, look at buildings, stud svcs so disjointed, end result, start fighting, in bureaucratic right channels what we need for students, we have to have our voice heard, disburse funds on campus, don't know why haven't been here long enough, experience 113 colleges, so spread out, so hard for student to utilize services, multi college districts, all have comprehensive one stop multi floor student services building, very clear have our voice heard,

Pat support you need to have voice heard, not you have to fight for it, a team now that is very supportive, needs known, participate with academic colleagues so they get to know, involvement of service for hiring committees and vice versa, essential get input from both sides, example history knows what they need from a counselor, works both ways, get ourselves

Emily change word fight to advocate

Marion, we have come a long way, facilities awesome from where we have been, helpful something to choose from, current structure, good comparison, what other organization structures have you seen out there that may work for us at VC, like size that we can look at, don't find myself prepared, look at something concrete, just looking at these charts, missing grants, federal grants, trios, structure opportunity for growth,

Pat this is your college, take a look, talk to colleagues, ask them, take a part of what they say works, other thing, he did not walk in with here is what I am thing, we have an opportunity, bring back to your team, it is not, hear is what we are doing, history people don't like it when admin comes in and says here is how we are going to do this, full dean and not asst dean, dean and director, not bringing examples

Marion to start dialogue, to evaluate, evidence support we need to change, how do we support that, talk smart, evidence,

Pat you thought everything was working fine, that is easy,

Guadalupe, my impression, visits were eye opening and how it can be, you walk in and you see a student, move smoothly, other places in shock disjointed, wonder what image we project and how student feels, what is more welcoming, hot chocolate, tables to entertain themselves, a lot of room to grow

Pat sat with 2 students trying to register for classes until they finally gave up, suggest as you interact with students particularly new, ask how enrollment experience was, need to start asking what was your enrollment experience like, gave up, enrolled in sta Barbara, focus groups, ask them how did it go, good experience, any hiccups, make it better,

Denise, acronyms are getting crazy ASC, SSC, all same letters,

Emily, hear what you are saying upon us to look at best practices look at org charts similar demo how are they functioning, how is that working well for them, no reason to reinvent, look as opportunity to look at other colleges, examine what is out there, like sta Barbara, what about other campuses

Pat this is our first conversation not our last

Marcelino, look at other colleges is fine, this is a unique college, you know where the problems are, you know how students move through system, who is authority to make decisions for change, end of day, problem moving student a to z, how do we get that changed, a lot more important, look at how operation functions

Pat what Corey said be careful what you ask for, maybe your cozy place needs to be someplace else, change is tough, agree take a hard look at how everything functions,

Richard make sure we don't lose, out in community, VC is really highly regarded in community, put VC up there, great team, great campus, in community, we see internal things

Michelle Hamrick, student jumps in enrollment, who takes them, comes to fin aid, no idea can register, walk them through all the steps of process

Angeline, send to us,

Corey, you okay in there? Ideal?

Angeline, enough to get by, don't realize what we do, move from center to there, a lot better, could be better,

Corey what would really work for students?

Marion used to have a guide, steps; live face to face orientation, before assessment, need help come back to this place

Pat, no idea walking around, couldn't tell, signage, simple as, this is the semester to figure it out,

Marion website assistance

Guadalupe this is a wonderful start,

Pat remember missing group that is struggling

Rosie, last Friday meeting with asst dean, she ask us, ask students how we can do better, I suggest we should create a small survey 1 or 2 questions, graduating, attach to students grad application, capture all students who have ideas for next generation,

Pat won't get students who bail, heard once, no student leaves because of one bad instructor, they leave because of student services, can't see counselor, fin aid, records a mess, think about, keep in front of our colleges, we do retention, success,

Danielle, great job in outreach getting students here, keep students, what are we doing to keep them, another semester or 2, apply fin aid again, what can we do as team to keep students here, having good experience, in reach,

Marion, seeking physical ideas, such as move sb to where fye, Pat yes, email and cc Olivia

Pat getting new personnel, need extra room, look at coun more out in world, physics, all ideas that work in other places, think of all things that might work, go back talk brainstorm, asking for long distance brainstorm

Michelle Hamrick fin aid concern with instructional calendar fall end mid Dec, suspend student fin aid Jan 11 classes start suspend Jan 5, 5 days before, fin aid not coming though, appeal, no turnaround time to get everything done, we throw them out there, make it work, they have no time,

Pat what can we do to support in interim, fed constraints in fin aid, we are compiling, what can we do to support, what else could we do, more we know,

Emily, welcome tables, make more of face for coun on campus, peak times, withdraw, midterms, get to counseling, booths around campus at peak times,

Corey been on our list of things to do

Pat laptop in campus center

Guadalupe, retention successful vs. not, who stay who leave, persistent, financial aid, big thing, activities, engage students here, more fun, develop loyalty, revamp more activities, more fun, dance, pizza day, more fun, student activities center

Marion - Year around calendar would be nice, political speakers, a whole monthly calendar, exposed to arts, hear political debate on campus, poet, in class, student leader come and say what is coming up, parking lot class

Janelle, own interpersonal interactions with students, do we receive bias training, multi culture, do we receive as classified or stud svcs, often for faculty, on daily basis, could be a slight micro session, what trainings we have

Pat don't know for classified staff, bring on course, for fac and classroom one day for front line people, fin aid, a&r, meet student first, how to be student centered, other area where we find out stuff the cessi, will do this semester, takes so long, not going to get reaction from student, more secure student might go complain, few and far between

Alison, thurs flex day, team interim, make changes with people that may or may not be here, how long will that be implemented

Pat ultimate is president he is not interim, get as much input for prez as possible, if this body of fac and staff come up with good recommendations for prez put in place would be odd to have new vp

Allison, time?

Pat, don't know, depends on recommendations, hear concern and will share it

Emily, data, fye capture 97 midterm and end of year survey barriers to student success, working with pam Yeagley, work on data, ask questions what has been barrier, transportation financial family personal life issues, getting a lot, seems to be personal life and family, what are we offering on campus,

a lot offer life skills for adult reentry, thinking along those lines, share data and brainstorm on that, small capture of a cohort, expanding, working with these numbers, see trends/patterns,

Pat SUO support of learning outcomes, as you put them together, think about what you want to find out, wondering, ask, gather data, bring it back, don't just check box, have to do it, ask ? You really want answer to, learn just as much more from something that doesn't work than something that does,

Denise, ask questions what can we do, forget it doesn't matter, some students just can't be helped, if you don't tell us what happened can't fix for you

Pat that is not a first time, situation many times, first conversation not last, go think creatively, if not out of box, at least at edges, go to other venues, hear what other folks are saying, services and academics start to blend, talk to each other, better understanding how to serve students, get info out to students, in classroom, get info to classroom faculty, campus program 'don't cancel my class' – not just in counseling, fin aid a&r, student health

Guadalupe, focus, a lot on cognitive eng/math, forget to go beyond, important in life of student,

Pat take advantage of training opportunities, let us know, we can try to find funding, new group, student success council, will work on ATD, keep funding for equity SSSP BSI all working same direction, lots of different funding sources, idea get everybody working in same direction, under ATD umbrella, come up with a couple of BIG goals, really move the numbers, can't do everything at once, meetings open to everyone, go and share ideas, know your reps, share ideas with them,

3:30PM meeting

Introduction

Bea, Dean institutional research to pres not a dean

Pat works closely with pres, direct to source, not be filtered, not like that everywhere, more and more, not always faculty, not always administrative, that is how this college,

Paula, director of VC innovates?

Karen, student affairs used to be stud svcs, stud development, brings added importance, developing students, now affairs?

Pat suggestion,

Karen student dev't gives our area importance learn and grow,

Pat academic affairs? Academic development

Karen I liked that change and like not to lose it

Pat original title acad affairs and student learning, keep with office of stud learning, with 2 VP in that office,

Paula, student affairs I like, student dev't is confusing, affairs shorter simpler,

Pat something to think about, look around see what you like,

Angelica, will or Raeann was Kathy Scott?,

Pat one is Tim Harrison,

Angelica, keep 6 deans, confused when Greg discussed, 7 deans, it is 6

Pat we have 7 with Phillip, 2 assistant deans, 6 in academic affairs, six divisions, if you have input into that discussion, send to me, copy Olivia, this will be discussed lots of venues, committees,

Bea under each of these deans, under academic divisions, support program is really about student services, impact it has on the program, collaborating with other areas in student services, MESA under math and science, no direct connect to student services at all, where is the effort, counseling can work better together if there were direct link and collaboration, same with Santa Paula center, currently Tim or will, Raeann has it now, student services impact negative, issue of alma report to vp versus a dean

Alma fine with it, working, never lost collaboration with dean, so many regulations, fast direct path to get those things, helps us than another layer, gainful employment, grade situation, go directly to pat, she works with Kim, gets thing done, better more efficient, can't lose sight of collaboration with Karen, still have a connection

Pat that is the point, just because straight line to someone else, work collaborative, long run, less difference to those doing job than those supervising, there is a director, coordinate program, dept chair but don't supervise people, dean still direct supervisor for everyone, Paula supervise program eops but not the people, Karen people, director a&r, supervise people, makes a difference in workload, different projects, MESA, sta paula, others distance ed, cte oversight,

Bea how is a&r different than fin aid, Pat it's not, Bea A&R can have direct report to vp

Rick other 2 that report to you, student health, how is that different

Pat why does the dean institution research, outlook directly to me, it could report to dean, at this point in time, dean overloaded, what makes sense, workload equitable, teams work closely together, job function, lots of right ways to do things

Alma example mc fin aid to bus svcs, ox vc stud svcs side, a lot it is on its own,

Pat best way for us, student health brand new, was with bus svcs a week ago,

Karen what happened to student discipline, code of conduct, now with Raeann

Pat, doesn't have to be with student services, Mary works with it too, grievances code of conduct don't have to be together, not related, it's a big job, grievances and night dean work with David, not on chart, assignments

Paula years ago, one dean, lost a dean, should have a dean, structure worked well,

Pat need for one dean in student services,

Paula yes, then all report to that dean, it worked well, all together, not two separate areas, efficient, years ago,

Pat keep in mind how much things have changed over last 5 years, equity SSSP, job easily done by one person years ago, those times have changed,

David, past 11 years in this position, a dean of student services and an assistant dean, prior, 2 deans in student services, in terms of mid-range history, always been 2, structural discussion

Bea, things have evolved, when we have more deans, in structural sense, in counseling, left doesn't always know what right is doing, one makes more sense for communication, collaboration, worked a lot smoother, as we look at other things sssp, one person funnel things through avoid duplication, back to one dean structure, allow funnel of information come from program to dean to vp, a lot not on here, sssp, don't have the new stuff brewing, equity function outside the dean of institution effectiveness, funded interventions student services used,

Pat one dean would be collector of information, facilitate communication

Angelica, can an asst dean evaluate faculty, Pat yes, Angelica if that dean a lot of evaluations, asst dean can take that on

Pat yes, absolutely right, one of the reasons, assist with evaluations, huge part important part of deans job

Alma agree with bea regarding mesa and vpsp, obligation, basic services, lost coordinator there, raul counselor assistant, he is gone, now just a dean, deal with registration, Sabrina and

Pat point loud and clear

Alma same as MESA, disconnected from student services, need to partner together

Angelica, pres office, dean of institutional equity effectiveness, don't understand, can that dean have other areas under them, seems like a waste, use more efficiently, certain areas under that dean encompass equity, can fit there

Pat, all the data is required, huge pot of money, strings, reports,

Yia – 2 asst deans,

Pat David evening dean

Alma, director of international when rest of us are managers

Pat don't know, huge push to grow international students, this is a new position, will have to build, Oxnard not, Moorpark is, direction of chancellor and board

Pat titles can be fixed,

Tricia, Angeles working with SSSP,

Karen, Angeles working with SSSP, budget and report, 2 full weeks nothing but that

Pat, another change is matriculation, we should stop using that word, state has stopped using that word, other changes coming to assessment, don't know what it looks like, need for people to monitor SSSP functions, some reassigned to do those kinds of things

Tricia 6 programs in SSSP, all accounts, orgs, very large,

Pat, yes, and it changes every year,

Bea what happened to SSSP coordinator, arroyo de la selva, then Victoria,

Tricia SPLIT

Bea who is doing that now

Karen

Pat, SSSP coordinator, seeing that coming,

Karen, SSSP coordinator, last years,

Pat may need to be revisited, do not let plans run us, we run plans, adjust course when wind changes,

Rick FYE no longer a program? Counselor/coordinator

Pat they are counselors and counselor assistants assigned to fye, assignment,

Rick career/transfer center

Pat Corey is dept chair, they are part of counseling, all have to have chair to have representative

Alma, don't they have their own budget,

Pat at any time they can be reassigned, could pull it out differently,

Steve half a dozen vacant

Pat yes, a lot of hiring, committees, need classroom faculty on hiring committees for service and vice versa, great way to get to know your colleagues,

Alma outreach specialist, isolated on its own, moving toward bigger coordination, better way to do outreach, at Oxnard, fin aid goes out to event, right now we do our own thing, we should be coordinating, where he is out and about, he needs more coordination

Pat PRT visit, more coordination, integrative planning, communication, we have to do write focus essay for accreditation, look at whole campus, based on self-study, a couple of big ideas, communication and/or integrative planning, everybody does the best they can, somehow get that all together, student support leadership, all people support students, help facilitate communication, a student services calendar,

Janeene, assistant dean, don't know what is going to be enough, until we know what tasks they are responsible for, overall picture,

Pat, org chart doesn't include that, would be helpful if it did, telling you know, jot it down,

Janeene, concerned if we say, only need one dean to coordinate that it might not be what we need

Bea keep in mind student support, eops own coordinator, only ppl don't have coordinator is counseling, assessment, CalWORKs, programs running themselves, dean supporting, fin aid eops registrar, what else is needed to be done,

Janeene, student discipline, missing from this overall picture,

Pat in other conversations we need to somehow get that in there, peter Sezzi brought that up in Thursday meeting, jobs being done, projects,

David, maybe two charts, clean org, then complimentary addresses what you are bringing up,

Janenne, missing need to make sure

David informs discussion

Bea keep dir. Vacant,

Tricia, foster youth who had it?

David, growing also, Rhonda Carlson has been the point, also fin aid, Danielle,

Alma, it varies, school foster liaison, fin aid has other liaisons

Bea equity crosses over all the boundaries, part of coordination, or lack of, oversight missing, funding for this that, 12 areas that are funded, how do we put together so it makes sense, foster youth open center using equity monies, touches all these areas,

Alma, Philip is not connected in our student services meetings

Angelica on his own as a dean, doesn't make sense, he has equity, covers that whole other gamut, other things that bring in coordination with other areas

Pat equity needs a great deal of classroom, SSSP is services,

Alma, other David programs, he is evening dean,

Pat, he is here noon,

Alma foster youth vulnerable neediest population, better connection to student services, admissions, fin aid,

Angelica, veterans can say the same

Alma veteran and foster wrong spot

Angelica, split evp to vp, re-org, go back to one dean, asst dean, how does that affect with the board,

Pat will have to sell it again, another idea, justify it, go back to board, different positions, a lot being funded with money you never had before, here is what we need, here is how it is funded,

Bea self-running programs have coordinators

Pat dean is responsible, all comes back to dean, when it works, beautiful, when it doesn't it's the dean, great deal of responsibility, hands on business,

Alma, reason why Angeline under admissions and records, don't understand, outreach by himself, why is student connect under registrar, she is coordinating with us,

Karen open to discussion, student connect help with cccapply, portal set up, primarily a&r services, left there for now, can be revisited

Alma, supposed to be pre-admissions,

Angelica outreach, welcome center, should be back together,

Pat info welcome center student connect, need to name, ask you to do now, make sure your team leads know what your ideas are, for other venues,

Rick slightly bolded outline, director, classified supervisor, bill hard director, administrator,

Pat terminology not real clean, coordinator is tossed around, specific position in contract, talk about difference between council and committee, been used interchangeable, CPC is actually a committee not a council, use terms in same way, council on group by definition of your assignment, person who runs program, define our terms, technically a director is a classified manager position,