

Student Success Leadership Team Meeting
Wednesday, June 6, 2018 - 9:30-11:00
Red Fox Room

Present:

Jen Macken, Cynthia Shields, Dean Rathe, Seidel Moses, Armando Burciaga , Kirk Fallon, Steven Zeeh, Tena Harris, Glenn Holly, Linda Yazdani, Jean Kelly
absent: Lisa Fowler, Gina Jimenez, Mary Adrian, Shannon Webber

Seidel Moses facilitated the meeting:

- Bus will stop here at 6:00 for the Conference. There will be no comp time. Lisa will send confirmation about where the bus will be.
- Please send Mary confirmation of who is attending the state-wide conference. It is full now and she needs an accurate list.
- Send in Performance goals for next year. Would like to have them by Friday. Send it in a word document or in the original form
- A lot of searches are going on: Advisors, FYE, Navigators, Campus Life, TRiO, Accessibilities Navigator, Marketing Director, Web Master position is out there. All in various stages.
 - Last week in June will be Marketing Director position, they will be doing presentations. Hopefully, that person can be on board by Mid-July.
 - Call center position has also closed.
- We did get the COSI grant. One person will split time between Jefferson and RRCC.
- June 21st Managers retreat
 - Student feedback form. Trying to get a kiosk of Lakewood and Arvada. Will have hard copy forms but will also have click through on each webpage.
- Student Success Leadership Team Retreat Agenda presented
 - Student complaint process will be using Maxient
 - This will get us a formalized student complaint process

Armando Burciaga – TRiO Student Support Services

- Accepting Students still. If you have students that are eligible send them to Trio
- Rafting activity coming up
- Year 4 begins in July 2018
- Interviews are happening for replacing project specialist role
- 563 visits in Trio visits; 272 Tutor visits
- Can serve 20 students at a time currently
- Aug. 17th Fall semester Kick-off date. Will offer a mini-job fair. Will send out an invite.
Held from 12:30-1:00

Jen Macken – Inclusion and Diversity

- SIP and SLAP should be turned in
- Looking for evidence currently. Please send information to Jen ASAP if she sends you an email asking for information.
- One last Safe Zone training on June 20th at Arvada

Cynthia Shields – Advising, Transfer, Tutoring

- Interviewing for Academic Advisors next week.
- CO School of Mines inviting us June 27th for a meet and greet with advisors
- Adjunct High Volume Variable Hourly Advisor position: 4 applied and 3 are working out. Went through Bootcamp and continue to be trained.
- Dr. Spight, previous president of NACADA will be speaking at Advisors' retreat.
- Seidel and Glenn meet with Advisors about FYE
- PLA has made some changes from Colorado Commission Higher Education for GT courses and posted on college transcripts credit will transfer to any state school
 - Exemption process provides data for impact as to why student should take additional courses at a 4 year.

Dean Rathe – Enrollment Services:

- Accuplacer – no pilot schools. PLA
- Carla processed over 2400 grad apps
- Registration-by-Permission for summer semester. We had 30 people
- Shavon will be helping with Tena and calling campaigns in the Call Center
- Working on getting things that Cheryl did covered

Tena Harris – Outreach and Recruitment:

- Registration/Orientation event on Saturday
- Advising is helping and doing a good job
- 4 more registration/orientation dates coming up
- NACAC STEM event on Sunday at DU
- Yvonne is out for 4 to 6 weeks starting Monday
Follow-up: Yvonne came back to the office on Monday July 16

Steven Zeeh – Campus Life:

- Welcome Day was yesterday, June 5th
- 4 new student workers
- Will be out the end of June for vacation and certification to teach PTK class
- Will be teaching the PTK course

Kirk Fallon – Student Recreation Center:

- Met with Gina and Jen to get space at Arvada and provide programming
- Presented at ATP meeting last week
- Summer Trail Run Tuesdays

- Ben led a 14er hike this past Saturday
- Group fitness started this week
- Normal summer planning
- Bike to work day, please feel free to use the showers

Glenn Holly – Career Success Services:

- Career Services Roundtable is happening at Aurora next week
- Since May we had over 120 visits
- 190 job postings in May
- FYE interview process is currently underway
- Working on pre and post survey on career assessments. Do they work?
- Met with Academic Advisors on Monday. Questions about how do I sell it, is it transferable. Getting curriculum facts to advisors.

Linda Yazdani – International Student Services:

- Week-long conference in Philadelphia for International Students
- Lots of advocacy for Community College
- Next Friday, Colorado Wyoming International Meeting here at RRCC
- We have 2 Interns for the summer
 - 2 Senior high school students for free from Jefferson Count

Jean Kelly – Accessibility Services:

- Under construction but still in the existing office location
- Looking for alternate sites for testing during construction
- Nora is going to be reaching out to everyone to make sure everyone gets trained for accessible documents. Biggest challenge to get people to respond

Meeting adjourned

Next meeting SS Leadership Team Retreat June 21, 2018

Next regular meeting July 18, 2018