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## Student Support Strategies Ad Hoc Committee: Meeting Notes

October 14, 2021

9:30 – 11:00 AM

1. Welcome: Lisa Cooper Wilkins and Geisce Ly
2. Review Agenda
  - a. No Additions to Agenda
3. Review September 9<sup>th</sup> Meeting Notes
  - a. No Revisions
4. Student Affairs Action Plan Update
  - a. Student Affairs in the process of developing an Action Plan.
    - Action plan began with a SWOT analysis (Strengths, Weaknesses, Opportunities & Threats).
    - Conducted division wide survey to gather additional feedback on areas to prioritize.
  - b. 5 Priority Areas
    - Employee Recognition & Talent Development
    - Campus Partnerships
    - Student Affairs Structure & Stability
    - Community Partnerships
    - Student Success & Equity
  - c. Next Steps of Action Plan
    - Discussing the plan & priority areas with various constituent groups & internal partners
5. Ad Hoc Working Groups Convening and Updates (30 min)
  - a. Support Services (Re-Boarding) – Guillermo Villanueva and Katrina Evasco
    - Developing a referral system on Maxient. Demonstrated the Maxient system & took feedback.
  - b. Technology (Virtual Tools) – Ellen Rayz and Cynthia Dewar
    - Report Out
      - Draft of Strategic Technology Plan:  
<https://www.ccsf.edu/sites/default/files/2021/document/CCSF-Technology-Plan-Draft.pdf>
      - Currently taking feedback. Feedback form throughout November.  
[https://forms.office.com/pages/responsepage.aspx?id=1iIPXhaKfkG\\_OtC](https://forms.office.com/pages/responsepage.aspx?id=1iIPXhaKfkG_OtC)

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- Student Affairs Tech Updates
  - Adopting the Signal Vine texting platform
  - Adopting Degree Works as a degree planning tool
  - Implementing Dynamic Forms
- c. Student Engagement Plan – Noah Lystrup and Rosie Zepeda
  - Focusing on in-person registration events (getting the word out to students who left during the pandemic).
    - Need to ensure that students can submit vaccine records in person at registration events.
  - Messaging for students that left about the vaccine mandate.
- 6. Review and Update Timelines and Deliverables (5 Min)
- 7. Additional and Future Agenda Items:
  - a. Standing accreditation items.
- 8. Adjourn: 10:55 pm
- 9. Next meeting: Thursday, ~~November 11<sup>th</sup>~~ (9:30 – 11 AM) – Veteran’s Day. **Moved to November 18.**

Notes:

Attendance: Dr. Lisa Coper Wilkins & Dr. Geisce Ly (Co-Chairs), Angelica Nevarez, Anna-Lisa Helmy Aurelien Draï, Darryl Dieter, Ellen Rayz, Fanny Law, Guillermo Villanueva, Jonathan Yokoyama, Katrina Evasco, Lisa Romano, Mandy Liang, Meg Hudson, Noah Lystrup

## Proposed 2021-22 Timeline and Deliverables

*(Includes Monthly Updates to Enrollment Management Committee)*

### February:

- 2 Meetings
- Data Discussion

### March:

- 2 Meetings: Working Group Updates
- Joint Marketing Ad Hoc Committee

### April:

- 2 Meetings: Working Group Updates
- Campaign Rollout
- Board Update
- *Technology Demonstration: Blackbelt*

### May:

- 1 Meeting: Working Group Updates
- Data Review
- *Tentative: Technology Demonstrations*

### Summer:

- *(No Retreat was scheduled)*

### September:

- 1 Meeting: Working Group Updates: 2nd Thursday

### October:

- 1 Meeting: Working Group Updates: 2nd Thursday
- *Tentative: Board Report*

### November:

- 1 Meeting: Working Group Updates: 2nd Thursday

### December:

- 1 Meeting: Working Group Updates: 2nd Thursday

### January:

- 1 Meeting: Working Group Updates

### February:

- 1 Meeting: Working Group Updates
- Board Report

### March:

- 1 Meeting

### April:

- 1 Meeting: Working Group Updates
- Campaign Rollout

### May:

- Final Meeting and Report
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