
MEETING NOTES FOR OCT. 8, 2018

Present

Kaylene Brady, Natalie Brown, Amber Burroughs, Yuliana Chavez, Tony Futia, Estela Gutierrez, Robert Hernandez, Andy Hughes, Jay Jorgenson, Beth Loureiro, Tamera Mooney, Joan Steinman, Zachary Totans, Cameron Tuttle, Sharon Wurm

1. Estela's Updates:

- a. We will present our annual report for Student Services and Diversity (SSD) to the campus community on Friday, October 12, 2018. We are presenting our report in order to share data, outline division goals and strategies, highlight successes and show how we connect to TMCC's Strategic Master Plan. We are the only division doing this right now. Estela Gutierrez and Joan Steinman will co-lead the presentation. Yevonne Allen, Natalie Brown, Yuli Chavez, Andy Hughes, Beth Loureiro, Olga Messina and Virag Nikolics will also be presenting.
- b. Leadership is reviewing seventeen position requests competing for funding for fiscal year 2020. Only four of the positions will be funded. SSD put in several requests, but our top priorities at this time are the DRC Specialist and the Advisor positions.
- c. Andy Hughes will serve on Cabinet, Joan and Sharon will serve on the Planning Council. Estela is requesting that Leadership members, other than Jim New, not serve on the Budget committee because they are already voting members for budget requests due to their roles in Leadership. If/when this change is made, we will have another representative from SSD on the Budget committee and Estela will not serve on that committee. Thanks to everyone for submitting your resource allocation requests.
- d. Reminder that accreditors will be on campus October 22 and 23 for the mid-year review process.
- e. The recruitment trip to Costa Rica was a success! There is lots of positive talk in that region about TMCC and Dr. Natalie Brown, who made a great impression on education officials and prospective students while recruiting in that area on a previous trip. A big thank you to Natalie! Costa Rica has a high demand for short term technical skills degrees which are not offered by universities. For this reason, TMCC is a very attractive alternative for students.
- f. On Wednesday of this week, SENATI CEO Jorge Montoya will be here. Mr. Montoya is coming to TMCC for the closing ceremony and presentation of certificates to our first Peruvian Exchange Students! The ceremony is on Friday, October 12, at 1 p.m. in the DISCO, TMCC Dandini Campus, RDMT 114.
- g. Reminder to get your flu shot if you can and if you are sick stay home and take care of yourself.

2. Unit Updates:

- a. Financial Aid and Student Success (FA): Sharon
Fastober was a super effective, well organized and positive event staffed by 44 employees and attended by approximately 225 students and their families. Thanks to everyone who helped with this event! Hannah Thomas left Financial Aid for a promotion in Admissions and Records. FA is sorry to see her go, but happy for Hannah and pleased that she will stay with SSD.
- b. Academic Advising: Natalie
They have appointment availability right now and should have a week or two to catch up with

administrative duties before winter/spring registration begins. The Gateway cohort is holding steady at this time.

- c. International Student Services: Beth
The international team is busy with the TMCC/SENATI student exchange program concluding later this week. The four Peruvian students and their instructor have done an amazing job and are all very happy and appreciative for the opportunity to be here. Beth will be traveling to Brazil for international recruitment in two weeks.
- d. Access, Outreach and Recruitment (AOR): Yuli
They are busy recruiting for new students right now. Overall, they are up in new student enrollments. Please be a mentor for the Promise students.
- e. Adult Recruitment: Amber
They are attending multiple recruitment events right now. Amber is a member of the SSD Culture Initiative Task Force. The task force is looking forward to hosting the upcoming Dialogue to Discussion (D2D) Roundtable event planned for November 8, from 1–2:30 p.m., TMCC Dandini campus, RDMT 256. Amber is also a Senator at Large for TMCC's Faculty Senate, so please let her know if you have anything for her to bring forward to Faculty Senate.
- f. Counseling: Cameron
This week is Mental Health Awareness Week and the Counseling Center is hosting several events for students with this focus including Kick it-in Counseling. This event is being held on World Mental Health Day (October 10) in the Counseling Center and will feature discussions with Counselors on mental health resources and breaking down stigmas with mental health and counseling. On Wednesday, October 17, they will have a Student Resource and Wellness Fair with community resource tables operated by agencies outside of TMCC.
- g. Student Government Association (SGA) and Student Conduct: Tony
With Nicole Shimabuku's guidance, SGA is running smoothly. SGA is hiring a coordinator and that position is now posted. There were several burglaries committed at TMCC over the summer. Video cameras were utilized in solving the crimes. The suspects were apprehended and the case closed.
- h. Veterans Resource Center (VRC): Zachary
Felipe Gutierrez de Alba attended a scholarship recipient meeting with Support, Education, & Employment for Vets (S.E.E.4VETS) in Arizona to represent TMCC. They will have a flag planting event to celebrate the Marines birthday on November 8. Details to be sent out soon.
- i. Disability Resource Center (DRC): Jay
It is mid-term meltdown time, so they are meeting with their students and offering help where possible.
- j. Veterans Upward Bound (VUB): Robert
They have an open position for a program specialist. This position will replace Ken Mela, who retired last May after 25 years of service. The VUB program is doing well and there is very good collaboration between the VRC and VUB. There are approximately 650 students at TMCC who are veterans.
- k. Admissions and Records: Andy
The Student Success Fair was very successful! A policy forbidding performing additional assignments/overloads during regularly scheduled work hours is moving forward. The p-card audit revealed that the wrong receipts are being attached to verifications. Please double check your receipts before submitting payment docs.

I. Retention and Support Services: Joan

Counseling is participating in a mental health study with the JED Foundation. Twenty-six startup companies participated in the Startup Fair and there are 65 vendors signed up for the Job Fair. They were awarded a three year Giving Circle Grant. The funds from this grant can be used for Getting Ahead stipends and faculty mentors for foster youth, justice involved youth and low income first time college students, especially those with additional challenges.