

Student Services Area Council Zoom Meeting
Tuesday, January 12, 2021, 2:00pm-3:00pm

Chairperson: Ross Miyashiro

Recorder: Lucy Nelson

Members: April Bernabeo, Breeanna Bond, Katherine Bonilla, Angie Cholico, Marco Colom, Junnette Fariolen, Brian Krause, Ann Libadisos, Coleen Maldonado, Toni Newman, Diane Swendell, Henry Ta, Nina Wong

Attendees: April Bernabeo, Breeanna Bond, Katherine Bonilla, Marco Colom, Brian Krause, Ann Libadisos, Coleen Maldonado, Toni Newman, Nina Wong

The meeting began at 2:05 p.m.

Review of the December 8, 2020 meeting minutes

1. Ross will start the first level meetings on the FWS student training program in the next few weeks. The program will be organized in the spring but not be fully functional until fall 2021. Students can work on phone banking after training. Will also create a welcome program to focus on in-depth career exploration from meta majors and in-depth information about the college. Will have six-to-seven training modules consolidated into one seamless training program – students will earn different micro-badges culminating into one fully trained-type badge. Students will be trained to work anywhere on campus. Training will include helping students with physical and learning disabilities.
2. Cisco Jabber – no new updates. ECC has 1600 licenses. The system will be rolled out in phases and will include Student Services.
3. The Warrior Pantry will be issued with its own P-card (El Camino College sponsored credit card) to allow them to order supplies directly and pay purchases from their Foundation and SDO accounts. Breeanna inquired about getting a card (or alternative method of payment) for her toy drive holiday event so she wouldn't have to use her own personal credit card. Ross suggested that Breeanna discuss this with Edith Gutierrez/Idania Reyes first.
4. The holiday toy drive went well. Selected 10 gift card winners from those who submitted photos. Putting together a thank you with some photos of children enjoying their toys. Raised enough funds this year to not dip into their account as in previous years.

Present Pal – Brian Krause

1. Training by the Present Pal vendor tomorrow morning will be video-taped. Anyone on this committee is invited to join the training. This is an opportunity for ECC to be one of eight institutions selected nationwide for beta testing and to get free copies. This may be a good fit for Student Services.
2. The main use of Present Pal is to help students give presentations with visual and/or audio cues using an app on their phones.
 - a. But SRC sees its potential to be more of a study tool similar to electronic flashcards linked to PowerPoint and may be used by interpreters. It allows students to create their own study notes/electronic flashcards during a PowerPoint presentation, straight from the PowerPoint directly into their phone app. This can help classified or hourly workers who work with students, especially remotely.

- b. Interactive electronic flashcards can be used in student support. Tutors using PowerPoint/Google slides remotely can create bulleted list of notes for students. For visual learners, the program allows storing images/videos into the slides directly. Can be used in labs.
 - c. Records lectures in a PowerPoint format. Anything created in the app can be exported into PowerPoint.
 - d. A great study tool to use in the Career Center for interviews, ESL tutoring, Reading Success Center, or the Village. Students can create their own memory cards/study cards/notes.
 - e. This product is a successful in the UK and the vendors want to branch out to the United States. Some staff in SRC have temporary accounts right now. May need individual licenses or site license if the College is interested.
3. Discussion/comments:
- a. Ann asked if there a limitation on the number of notes taken. Brian will ask that question at the meeting tomorrow.
 - b. Katherine said this is a good way for students to use notes when presenting, especially when they are nervous. She also likes that the software records and transfers notes into slides.
 - c. Personal photos can also be uploaded, as a method to calm nervous presenters.
 - d. Coleen said Career Pathway cohorts can use the software for study skills and test prep. Uses different senses when doing test prep or when trying to remember a lot of different information. Loves the way use of a phone app replaces index cards.
4. Link to tomorrow's training meeting is posted in chat if you want to join the meeting. Brian will ask if the meeting can be recorded and have it sent to the committee members. The program will be integrating with Google slides soon. Brian will ask if there is a limitation on the number of licenses. Feel free to share the meeting link with anyone who may be interested in viewing the product.

Topics from the Floor

1. Otter.ai is designed for transcribing and not necessarily communicating back and forth so deaf students tend to use text messaging on their phones to communicate if someone doesn't know how to sign. Life Transcribe by Google is an app that transcribes what you're saying onto their phones.
2. SDO will have a set of spring events, some advocating for students and some fun events as well. Hoping to have more town halls in the spring. Will have a winter retreat on 1/30 and 1/31 to come up with new ideas and reflect on the past semester to better serve our students. Will have a meeting about Engage software, what to name the program on our campus and how to implement it soon.
3. In late February, the President's Advisory Council on Race and Equity will host an implicit bias open forum. In early March, the Council will host an open forum about the El Camino College police and will cover why police are called, who they are called on, how they respond, and getting to know them.
4. Career Pathways is moving to a Guided Pathways model where they take certain industry areas and meta majors to come up with common courses and prepare students for multiple career tracks under their meta major. Finalizing public safety to roll out in the fall and now working on an allied health model. Confirmed an entrepreneurship model with DaVinci. Career Pathways will host a Business and Entrepreneurship Summit on January 27 with industry partners. Four different high school partners have entrepreneurship pathways.
5. EOPS/CARE - accepting spring applications.
 - a. Link to Tea with Bree: <https://www.elcamino.edu/student/student-services/eops/Spring%202021->

[Tea%20with%20Bree.pdf](#). Inviting Harriet Buhai Center for Family Law who does pro bono work relating to family law. There is a high population of students in the program who deal with domestic violence, divorce, custody, etc. The Center will be at the Tea with Bree sessions on the dates and times below:

- Jan 19, 2021 02:00 PM – Harriett Buhai Center for Family Law: Our Services
 - Feb 5, 2021 11:00 AM - Harriett Buhai Center for Family Law: Custody and Visitation
 - Mar 9, 2021 02:00 PM - Harriett Buhai Center for Family Law: Domestic Violence
 - Apr 6, 2021 02:00 PM- Harriett Buhai Center for Family Law: Support
 - May 7, 2021 11:00 AM - Harriett Buhai Center for Family Law: Parentage
 - Jun 1, 2021 02:00 PM- Harriett Buhai Center for Family Law: Divorce
- b. Changing how CARE students are verified per Chancellor's Office.
 - c. EOPS/CARE is hosting informational workshops which are listed on their webpage:
<https://www.elcamino.edu/student/student-services/eops/workshops.aspx>
6. ECC will provide more funding support for students from the second CARES Act that passed legislation and from the State of California Governor's budget.
 7. ECC is a site for vaccinations for health care workers.

The meeting ended at 2:50 p.m.