



## PASADENA CITY COLLEGE MEETING AGENDA and NOTES

**Title of Meeting / Committee Name:** IEC General Meeting  
**Friday December 8, 2017 1:00-3:00pm Room: W101**

**Co-Chair:**  
**Crystal Kollross**

**Name of Person Taking Notes:**  
Lucky Springfield

**Co-Chair:**  
**Sonya Valentine**

### MEETING NOTES

In Attendance: Crystal Kollross, Sonya Valentine, Armando Duran, Blanca Rodriguez, Carlos Altamirano, Carrie Afuso, Christopher West, Dice Yamaguchi, David Colley, Gloria Wong, Isela Ocegueda, Jude Socrates, Kimberly Shediak, Krista Goguen, Michaela Mares, Stephanie Fleming, Yajaira De La Paz, Melissa Anderson

Crystal Kollross called the meeting to order at 1:12 PM.

- I. Public Comment on Non-Agenda Items
  - None.
- II. Review and approval of meeting notes from November 17, 2017
  - Motion to approve: C. Altamirano. Second: C. West. Abstention: S. Fleming. Approved.
- III. INFORMATION ITEMS
  - None.
- IV. DISCUSSION AND POSSIBLE ACTION
  - a. Athletic Zone Unit Review Reconciliation
    - Presented by Crystal Kollross.
    - This review was from 2013.
    - Discussed the need to speak more directly to the services provided in the Zone. The unit review is a little light before initial participation and information. There was some very thoughtful things.
    - Recommended tracking athletics in and out of session pursuits. An Early Alert which is a good strategy and to look at that Midterm grades.
    - Recommended for Pathway students and Athletic Zone students be compared to non-Pathway students.
  - b. Health Services Unit Review Reconciliation
    - Presented by Crystal Kollross.
    - Committee discussed the review as effective, thorough, thoughtful and the outcomes were fantastic.
    - Recommendations for a fee increase, to follow up with at risk student behavior, and to improve student's expectations.

c. International Students Office (ISC) Unit Review Reconciliation

- Presented by Crystal Kollross.
- Review was made in 2013.
- ISC had many recommendations.
- Discussed how students are not getting support and losing their status. Under funded and under services. They have an office but not a program.
- Committee recommends there is a need to increase the numbers for funding.

d. Counseling Unit Review Reconciliation

- Presented by K. Goguen.
- Discussed developing a way to use data to identify students coming into the department.
- Recommendation to change the student to counselor ratio from 1,300/1 to 600/1 and not maintain status quo.
- Recommendation for Counseling to develop a participation with Instruction.

- Motion to move these four Reconciliations back out to the authors: A. Duran. Second: C. Altamirano. Discussion: S. Fleming recommended Counseling for e-advising, case load management, and online counseling appointment registration. Approved.

V. ANNOUNCEMENTS

- Y. De La Paz shared on behalf of the Association of Latino Employees (ALE), Friday, December 15<sup>th</sup> is the Tamalada Holiday Fair 11:30 AM – 1:30 PM, a potluck in the Circadian.
- ALE winter coat drive pickup. Please donate any warm items: coats, jacket, scarfs, and gloves from now until Monday, December 18<sup>th</sup> in the Green Bin located on the south side of the C building (in front of V102 Pathways Center). We will be donating the items collected and doing deliveries on December 19<sup>th</sup> & 20<sup>th</sup>

VI. ADJOURNMENT

- Meeting adjourned by 2:04 PM.