



STUDENT LIFE COMMITTEE

September 1, 2022 | Auto Partners Room 11 | 1:15 PM

AGENDA

1. Welcome: Introductions & Roll Call

Member Role	21-22 Member
Dean of Student Services	Elizabeth Miller
VP of Student Services	Robyn Brammer
Faculty Coord. of Student Conduct	Cynthia Lavariere
Student Activities Coordinator	Vacant
ACCME rep 1	Maria Castro
ACCME rep 2	Debra Ward
Faculty rep 1 (instructional)	Brooke Hanniff
Faculty rep 2 (student services)	Nellie Hernandez-Garcia
CSEA rep 1	Nikki Jones
CSEA rep 2	Maria Isai
Confidential rep	Edith Finney
ASCC Director of Student Services	Vacant
ASCC student representative	Vacant

Ex-Officio Members	21-22 Member
Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

1. Discussion & Action: Student Life Committee Meeting format

- *The committee will discuss and vote on the meeting format 22-23: online only, in person only, or some in-person and some online.*

2. Discussion & Action: 2022-2023 Goals

- *The committee will finalize and vote on adoption of the 2022-2023 committee goals:*
 - Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
 - Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
 - Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)
- *The committee will determine actions to report back on at October meeting.*

3. Information & Discussion: 2023 Commencement

- *22-23 Graduation & Commencement Dates Review*
 - Tentative dates to be provided at the meeting*

4. Information: Revisions to AP5520 & AP5530 Update

- *The committee will receive an update on the revision process for AP5520 & AP5530.*

5. Cerritos College Food Court, Vending, & Bookstore Services

- *The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.*

6. Announcements

- *The members of the Student Life Committee will share updates from their respective areas*
- *Next Student Life Committee Meeting is Thursday, October 6, 2022 at 1:00 PM.*

7. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

September 1, 2022 | Auto Partners Room 12 | 1:15 PM

MINUTES

1. Welcome: Introductions & Roll Call

A. Roll Call

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Robyn Brammer	P
Coord. of Student Conduct	Cynthia Lavarriere	P
Student Activities Coordinator	Vacant	-
ACCME rep 1	Maria Castro	P
ACCME rep 2	Debra Ward	A
Faculty rep 1 (instructional)	Brooke Hanniff	A
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	A
Confidential Rep	Edith Finney	A
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Vacant	-
ASCC student representative	Vacant	-
Bookstore Manager*	Brianne Freeman	P
Associate Dean of Student Health*	Hillary Mennella	A
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	8

B. Dr. Miller gave a brief introduction on the purpose of the Student Life Committee.

1. Discussion & Action: Student Life Committee Meeting format

- The committee discussed the pros and cons of the available options of meeting formats (in person vs virtual, or both) before deciding on the SLC meeting format for the 22-23 year.
 - i. Members in attendance unanimously voted in favor of in person meetings, however, for special circumstances, the Committee will allow for members to request a Zoom link prior to the meeting.

2. Discussion & Action: 2022-2023 Goals

- *The committee finalized and adopted the 2022-2023 committee goals:*
 - i. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
 - ii. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
 - Gathering feedback from our students to understand their needs rather than assuming their needs.

- iii. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, *Goal F: Enhancing organizational effectiveness*)
 - *The committee determined actions to report back on at October meeting.*
 - i. Focus on one goal at a time, and invite stakeholders to join our efforts.
 - 1. Goal 1: *Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)*
 - a. understanding tradition and identity that we share at Cerritos College
 - i. Action: Speak to folks in your areas to get feedback on the cultural things that bind us to Cerritos College. What makes them feel connected to the campus community?
 - ii. Ideas: Have alumni and/ or retirees to get involved with some of our campus efforts. Such as asking these groups to volunteer and help direct students during Welcome Weeks.
 - iii. Dean Miller will send out a reminder for Goal 1 action, two weeks prior to next meeting.
 - 2. Goal 2: Ask departments to record most received questions.
- 3. Information & Discussion: 2023 Commencement**
 - 22-23 Graduation & Commencement Dates Review
 - i. Admissions petition deadlines for graduates will be provided at the next SLC meeting
 - ii. Proposed date for the 2023 Commencement Ceremony: Friday, May 19th (finals week)
- 4. Information: Revisions to AP5520 & AP5530 Update**
 - *The committee received an update on the revision process for AP5520 & AP5530.*
 - Procedures are currently being reviewed by legal counsel. Dr. Miller hopes to have an update for the committee by the next meeting.
- 5. Cerritos College Food Court, Vending, & Bookstore Services**
 - The committee received updates on food & vending services.
 - i. Bookstore is well stocked with snacks and drinks. They have received feedback that the store is hard to find. Signs have since been added. Another issue is that students are hopping over the wire rail and some have tripped doing so.
- 6. Announcements**
 - *Next Student Life Committee Meeting is Thursday, October 6, 2022 at 1:00 PM.*
- 7. Adjourn – 2:16 p.m.**



STUDENT LIFE COMMITTEE

October 6, 2022 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

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Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

4. Information & Discussion: 2023 Commencement

- 22-23 Graduation & Commencement Dates Review
 - i. Current dates to be provided at the meeting
- The committee will discuss and act on determining if a Student Speaker opportunity shall be offered for the 2023 ceremony, and begin to draft the selection procedure.

5. Student Resources & Information (Goal 2)

- The committee will review the draft Fall 2022 Common Student Questions survey: <https://forms.office.com/r/QdQA1bPNhj>.

6. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

7. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, October 6, 2022 at 1:00 PM.

8. Adjourn – 2:00 p.m.



2023 Annual Commencement Ceremony DRAFT Planning Calendar

November

4 (Fri) Fall 22 Graduation Petition Deadline

January

9 (Mon) Start day to file graduation petition for spring 2023

March

24 (Fri) Last day for students to submit petitions for Spring 2023 graduation
Last day for Summer 2023 petitions to participate in spring grad/ name in booklet

April

17 (Mon) A&R send Public Affairs list of graduates, by degree with honor's notation
Student Life pull query for graduate communication & honor's list

17 Graduate Commencement Information sent (email) to graduates

26 Grad Fair (Day 1) - 10am-3pm – Student Center - TENTATIVE
- Students can purchase regalia, pick up honor's chord, take grad photo, pick up guest tickets

27 Grad Fair (Day 2) – 10am-3pm – Student Center - TENTATIVE
- Students can purchase regalia, pick up honor's chord, take grad photo, pick up guest tickets

28 Program Booklet draft complete

May

6 Deadline for program booklet to be sent to printer

19 (Fri) Commencement @ 6pm



STUDENT LIFE COMMITTEE

October 6, 2022 | Auto Partners Room 11 | 1:00 PM

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ASCC student representative	Vacant	-
Bookstore Manager*	Brianne Freeman	P
Associate Dean of Student Health*	Hillary Mennella	A
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	9

Guests in attendance: Jason Barguero (Alumni Relations & Development)

2. Information & Discussion: 2023 Commencement

- 22-23 Graduation & Commencement Dates Review
 - i. Committee reviewed the draft dates related to graduation and commencement.
 - ii. Ceremony will be held Friday, May 19th, 2023 at 6pm, in Falcon Stadium
- The committee discussed and acted to determine if a Student Speaker opportunity shall be offered for the 2023 ceremony. The Committee decided to move forward to draft a selection procedure to include a student speaker for the 2023 ceremony.
- Guest tickets will be required. Graduates can receive up to 6 guest tickets, and may have the opportunity to request more, should there be extra tickets.
- Commencement website will be updated with the ceremony date and information.

3. Student Resources & Information (Goal 2)

- The committee reviewed the draft Fall 2022 Common Student Questions survey: <https://forms.office.com/r/QdQA1bPNhj>.
 - i. Form suggestions from the committee:
 1. Edit question #3 to add "common questions/trends..."
 2. Include examples to display under the questions.

3. Add a question asking the surveyor to provide the top helpful resources that they use to assist students.

ii. Survey will be sent to Division offices. SNAP group on campus

4. Cerritos College Food Court, Vending, & Bookstore Services

- The committee received updates on food & vending services.
 - i. Frantones: has closed operations for the remainder of the semester.
 - ii. Bookstore: waves of crowds vary throughout the day with Wednesdays being the busiest.
 - 1. Bookstore is looking to find the parts for the vending machine in the library.

5. Announcements

- 2023 Fall registration moved up to May 1, 2023.
- ASCC Halloween/Fall event is in the planning stages. Details should be announced next week
- Next Student Life Committee Meeting is Thursday, November 3, 2022 at 1:00 PM.

6. Adjourn – 2:00 p.m.



2023 Annual Commencement Ceremony DRAFT Planning Calendar

November

4 (Fri) Fall 22 Graduation Petition Deadline

January

9 (Mon) Start day to file graduation petition for spring 2023

March

24 (Fri) Last day for students to submit petitions for Spring 2023 graduation
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- Students can purchase regalia, pick up honor's chord, take grad photo, pick up guest tickets

27 Grad Fair (Day 2) – 10am-3pm – Student Center – TENTATIVE ([Elizabeth & Brianne to finalize](#))
- Students can purchase regalia, pick up honor's chord, take grad photo, pick up guest tickets

28 Program Booklet draft complete

May

6 Deadline for program booklet to be sent to printer

19 (Fri) Commencement @ 6pm



STUDENT LIFE COMMITTEE

November 3, 2022 | Auto Partners Room 12 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
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Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

4. Information & Discussion: 2023 Commencement

- The committee will discuss and act on approving the draft Student Speaker application and timeline, to be provided at the meeting.

5. Student Resources & Information (Goal 2)

- The committee will review feedback received from the Fall 2022 Common Student Questions survey.
- The committee will discuss and draft recommendations or strategies to prepare for Spring 2023.

6. Promoting Student Life on Campus (Goal 1)

- The committee will be provided a brief overview of potential student apps to consolidate resources and promote resources, events, and communication.

7. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

8. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, December 1, 2022 at 1:00 PM.

9. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

November 3, 2022 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
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VP of Student Services	Robyn Brammer	P
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ACCME rep 1	Maria Castro	A
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CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	Angelina Pichardo	A
Bookstore Manager*	Brianne Freeman	P
Associate Dean of Student Health*	Hillary Mennella	P
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	P
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	11

Guests in attendance: Jason Barquero (Alumni Relations & Development)

2. Information & Discussion: 2023 Commencement

- a. The committee reviewed the draft Student Speaker application, scoring rubric, and timeline, that was provided at the meeting. The committee acted to approve the above. Motion made to approve the approval, scoring rubric, and timeline by Nikki Jones; seconded by Cynthia Lavarriere. No objections.

3. Student Resources & Information (Goal 2)

- a. The committee reviewed feedback received from the Fall 2022 Common Student Questions survey.
 - i. Common themes:
 1. Way finding (accurate campus maps, classes, bookstore, offices)
 2. Questions related to how and where to pay student fees
 3. How to find and connect to their counselor
 4. How to register for classes
 5. Financial Aid questions
 - ii. Suggestions:
 1. Accurate and visible signage
 2. Printed maps available for students

3. Have staff direct students during 1st week of classes
4. Have department listings.
- iii. Common resources used:
 1. Campus maps
 2. Social media pages
 3. Canvas
- iv. Strategies:
 1. Plan Increase tabling for Spring 2023 welcome week-permitting we have student/staff to cover multiple tables
 2. Utilize tools of communication (i.e. Canvas)
 3. Assist with class finding
 4. Update the map to ensure accuracy of locations and building names (Facilities, CCPD, IT?)

4. Promoting Student Life on Campus (Goal 1)

- a. The committee was provided a brief overview by Dr. Brammer, of potential student apps to consolidate resources and promote resources, events, and communication, for Fall 2023 launch:
 - i. [Ready Education](#)
 - ii. [Modo Campus](#)
 - iii. [Pathify](#)

5. Cerritos College Food Court, Vending, & Bookstore Services

- a. The committee received updates on campus food & vending services:
 - i. Food Court will be closed on Fridays. Open locations on Fridays will be Zebra Coffee and Elbow Room.
 - ii. Bookstore had a 4-day sale, in-store and online, 20% off clothing and gifts.

6. Announcements

- a. November 14- new Student Activities Coordinator will begin.
- b. November 8-ASCC Bagels and Ballots: Celebrate Election Day (Nov. 8) by visiting the Bagels & Ballots event located on the Student Center Patio from 9 a.m.-1 p.m.
- c. November 30- Foundations Scholarship Awards
- d. Next Student Life Committee Meeting is Thursday, December 1, 2022 at 1:00 PM.

Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

December 1, 2022 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
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Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

4. Information & Discussion: 2023 Commencement

- The committee will be provided updates on Grad Fair 2023, tentatively to be held April 25 & 26th from 10am-2pm in the Student Center.

5. Student Resources & Information (Goal 2)

- The committee will review draft of Welcome Weeks Spring 2023 and provide feedback.
- The committee will discuss and draft recommendations or strategies to prepare for Spring 2023.

6. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

7. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, January 19, 2023 at 1pm in AP11. Note this is an off-schedule meeting to accommodate the early start of the semester.

8. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

December 1, 2022 | Auto Partners Room 11 | 1:00 PM

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1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
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Minutes

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Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	12

2. Information & Discussion: 2023 Commencement

- The committee received updates on Grad Fair 2023, tentatively to be held April 25 & 26th from 10am-2pm in the Student Center.
 - i. Due to the issues with the hotspot in the Student Center, and to avoid hour long wait lines, Bookstore has suggested to have only pre-ordered regalia available for pick-up at the event. Purchases can be made at the Bookstore after the Grad Fair, starting April 27th.
 - ii. Committee discussed having more departments involved and tabling at the event.

3. Student Resources & Information (Goal 2)

- The committee received an update from Chris Dela Cruz regarding the Welcome Weeks Spring 2023 planned events:
 - i. 1/9/2023- Wayfinding Day 1, 7:30am-5pm
 - ii. 1/9/2023 (Tentative)- Undocu Student Welcome Week Mixer, 11:30AM-1PM, Student Activities
 - iii. 1/10/2023- Wayfinding Day 2, 7:30am-5pm
 - iv. 1/10/2023 (Tentative)- LGBTQ+ Student Welcome Week Mixer, 11:30AM-1PM, Student Activities
 - v. 1/11/2023- First-Gen Student Welcome Week Mixer, 11:30AM-1PM, Student Activities
 - vi. 1/12/2023-Men of Color Student Welcome Week Mixer, 11:30AM-1PM, Student Activities
 - vii. 1/17/2023- Be a Good Noodle (Student Programming Board Event), 11am -1pm, Library Sidewalk

- viii. 1/18/2023- Get to know ya' with some boba (ASCC Meet & Greet), 11-1pm, Library Sidewalk
 - ix. 1/19/2023- Learn to FLI (FLI Information Booth), 2-3PM, Library Sidewalk
 - x. 1/24/2023- Club Rush, 11-2pm, Library Sidewalk
 - xi. 1/25/2023- Club Rush (Virtual), 4-6pm, Zoom
 - xii. 1/26/2023- E-Sports Event, 11-1pm, Library Sidewalk
- The committee will discuss and draft recommendations or strategies to prepare for Spring 2023.

4. Cerritos College Food Court, Vending, & Bookstore Services

- *The committee received updates on Cerritos College Food Court, Vending, & Bookstore Services:*
 - i. Cassidy's Corner Café- Location at the AT/HS is closed for repairs. Goal is to have it open and operating in time for Spring 2023. Their cart location will also be closed.
 - ii. Bookstore: Hours updated: M-Thurs.: 8am-4pm; Fri.: 10am-2pm. Evening hours will be offered during the 1st week of Spring 2023 classes.

5. Announcements

- The members of the Student Life Committee will share updates from their respective areas
 - i. Athletics: Football Western State Bowl Champs
 - ii. Maria Castro and Chris Dela Cruz are planning a Spirit Week during the Spring.
- Next Student Life Committee Meeting is Thursday, January 19, 2023 at 1pm in AP11. Note this is an off-schedule meeting to accommodate the early start of the semester.

6. Adjourn – 1:39 p.m.



STUDENT LIFE COMMITTEE

January 19, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
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1. Welcome: Introductions & Roll Call

Member Role	22-23 Member
Dean of Student Services	Elizabeth Miller
VP of Student Services	Robyn Brammer
Faculty Coord. of Student Conduct	Cynthia Lavariere
Student Activities Coordinator	Chris Dela Cruz
ACCME rep 1	Maria Castro
ACCME rep 2	Debra Ward
Faculty rep 1 (instructional)	Brooke Hanniff
Faculty rep 2 (student services)	Nellie Hernandez-Garcia
CSEA rep 1	Nikki Jones
CSEA rep 2	Maria Isai
Confidential rep	Edith Finney
ASCC Director of Student Activities	Jacki Scott
ASCC student representative	Angelina Pichardo

Ex-Officio Members	22-23 Member
Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

4. Information & Discussion: 2023 Commencement

- The committee will provide feedback on Grad Fair 2023, scheduled April 25 & 26th from 10am-2pm in the Student Center. Items to consider:
 - i. Other offices/programs to invite
 - ii. Activities/engagement

5. Student Life Engagement (Goal 1)

- The committee will receive an overview of upcoming student events and activities on campus.
- The committee will discuss strategies to promote student life on campus.

6. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

7. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, February 2, 2023 at 1pm in AP11.

8. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

January 19, 2023 | Auto Partners Room 11 | 1:00 PM

COMMITTEE GOALS 2022-2023

- I. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
- II. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: *Strengthening the culture of completion*)
- III. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, *Goal F: Enhancing organizational effectiveness*)

MINUTES

1. WELCOME: INTRODUCTIONS & ROLL CALL

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Robyn Brammer	P
Coord. of Student Conduct	Cynthia Lavarriere	P
Student Activities Coordinator	Chris Dela Cruz	P
ACCME rep 1	Maria Castro	P
ACCME rep 2	Debra Ward	P
Faculty rep 1 (instructional)	Brooke Hanniff	P
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	P
Confidential Rep	Edith Finney	A
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	Angelina Pichardo	A
Bookstore Manager*	Brianne Freeman	P
Associate Dean of Student Health*	Hillary Mennella	A
Dean of SAWS, or designee*	Elizabeth Page	A
Chief of Campus Police*	Don Mueller	P
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	12

Guest: Jason Barquero (Alumni Relations & Development)

2. INFORMATION & DISCUSSION: 2023 COMMENCEMENT

- The committee provide input on Grad Fair 2023, scheduled for April 25 & 26th from 10am-2pm in the Student Center. Considered items:
 - i. Other offices/programs to invite or activities to have during event:
 - Offer snacks; maybe a doughnut wall.
 - Have an information table/ or poster with all graduate events (such as special program graduations: UMOJA, LGBT+, etc.)
 - Invite: Foundations/ Alumni Association, EOPS-CARE-LINC, CalWorks
 - Special stations: Cap decorating and/or photo booth
 - ii. A participation form can be sent out to the different offices. Dr. Miller will present the idea to the SS Managers and ask if there is interest to participate
- Commencement Speaker- the information is now posted on the Commencement webpage. Deadline for students to apply is March 10th.
- Update to ceremony timeline: Procession will start at 5:30pm, and ceremony will begin at 6pm.

3. STUDENT LIFE ENGAGEMENT (GOAL 1)

- Student Activities Coordinator Chris Dela Cruz presented the committee with a recap of the events that took place during welcome week, and an overview of upcoming student events/activities.

4. CERRITOS COLLEGE FOOD COURT, VENDING, & BOOKSTORE SERVICES

- Bookstore hours are Mon-Thurs.: 8am-4pm, Fri: 10am-2pm
 - i. The staff continues to receive calls from students asking if they are allowed to shop in person.
- Cassidy Corner Café: Closed for construction.
- Campus Food Services locations now accepting EBT & CalFresh

5. ANNOUNCEMENTS

- Next Student Life Committee Meeting is Thursday, February 2, 2023 at 1pm in AP11.

6. ADJOURN – 2:00 P.M.



STUDENT LIFE COMMITTEE

February 2, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

- I. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
- II. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
- III. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

AGENDA

1. Welcome: Introductions & Roll Call

Member Role	22-23 Member
Dean of Student Services	Elizabeth Miller
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Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

2. Information & Discussion: 2023 Commencement

- The committee will receive updates and provide feedback on the following:
 - i. Grad Fair
 1. Date change due to space availability – Wed/Thu April 26 & 27, 10am-2pm
 2. Program/department tabling
 3. Graduation Celebrations List
 - ii. Student Commencement Speaker
 - iii. Event Stadium Set-Up

3. Student Life Engagement (Goal 1 & 2)

- The committee will receive an update on procurement of the campus app through Ready Education.

4. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

5. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, March 2, 2023 at 1pm in AP11.

6. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

February 2, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

- I. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
- II. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
- III. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

Minutes

1. Welcome: Introductions & Roll Call

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V
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ACCME rep 2	Debra Ward	P
Faculty rep 1 (instructional)	Brooke Hanniff	P
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	P
Confidential Rep	Edith Finney	A
CSEA rep 1	Nikki Jones	A
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	Angelina Pichardo	A
Bookstore Manager*	Brianne Freeman	A
Associate Dean of Student Health*	Hillary Mennella	P
Dean of SAWS, or designee*	Elizabeth Page	A
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	9

Guest: Jason Barquero (Alumni Relations & Development)

1. Information & Discussion: 2023 Commencement

- The committee received updates on the following:
 - i. Grad Fair
 1. Date changed due to Student Center availability. The new dates are Wed/Thu April 26 & 27, 10am-2pm. Save The Date now on the main commencement webpage.
 2. Program/department tabling- Dr. Miller sent out Grad Fair participation interest forms to the managers.
 - a. Confirmed as of today: EOPS will be at the event to distribute regalia to the grads in their program.
 3. Graduation Celebrations List- In addition to the tabling form, Dr. Miller sent out a Forms link, requesting the areas on campus to share if their programs will hold special celebrations (i.e., Lavender Grad, Nursing Pinning Ceremony, EOPS/CARE/LINC graduation, etc.), so we can catalogue our collective efforts to recognize our Grads.

The information gathered will be shared and promoted to our graduates at the event and online.

- ii. *Student Commencement Speaker- The application is open. Info shared on the Daily Falcon, Commencement Webpage, FalconSync, ASCC Student Government groups, and word of mouth.*
 1. *10 applications received as of 2/2/23.*
 2. *Applications close March 10, 2023.*
- iii. *Event Stadium Set-Up*
 1. *Dave Ward notified Dr. Miller that the Stage/ Theater class will not be able to build the stage this year. We have reached out to Orbit Event Rentals who provides other equipment for our events, to see if they are capable to provide the main stage.*
 2. *Orbit Event Rentals is currently reviewing our Request for Quote. The rep needs to check with their logistics team about our requests and should be providing us with a quote soon.*
 3. *Budget- Dr. Miller provided an update on the increase in price for graduation related services and the effect on our Commencement budget. The cost is expected to exceed the budget.*

2. Student Life Engagement (Goal 1 & 2)

- *The committee received an update on procurement of the campus app Ready Education.*
 - i. *Campus-wide rollout expected Fall 2023.*
 - ii. *Dr. Miller is working with the Faculty Senate to get on their next agenda and provide Faculty with information about the app.*

3. Cerritos College Food Court, Vending, & Bookstore Services

- *The committee received update on food & vending services.*
 - i. *Some members of the ASCC Student Government have asked about extending the food vendors hours on campus.*

4. Announcements

- *Athletics: Spring games have started-all are invited to come out and watch a game.*
- *Athletics and ASCC: Spirit Week and Tail Gate! Week-long celebration that concludes with a tail gate on game day. Schedule is as follows:*
 - *Monday, Feb 6, 11:30 AM: Celebrating our Football team, @ the Library Shade Structure*
 - *Tuesday, Feb 7, 11:30 AM: Celebrating our Soccer team, @ the Library Shade Structure*
 - *Wednesday, Feb 8, 11:30 AM: Celebrating our Football team, @ the Library Shade Structure*
 - *Thursday, Feb 9, 11:30 AM: Celebrating our all Fall Sports teams, @ the Library Shade Structure*
 - *Friday, Feb 10, 3:30 PM: Tailgate; 5 & 7PM, Basketball games, all events at Falcon Gym.*
- *ASCC Elections: Applications for the 2023-24 President, Vice President, and Student Trustee opened on 2/2/23, and close on March 9.*
- *Next Student Life Committee Meeting is Thursday, March 2, 2023, at 1pm in AP11.*

5. Adjourn – 1:40 p.m.



STUDENT LIFE COMMITTEE

March 2, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

AGENDA

1. Welcome: Introductions & Roll Call

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Dean of Student Services	Elizabeth Miller
VP of Student Services	Robyn Brammer
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Student Activities Coordinator	Chris Dela Cruz
ACCME rep 1	Maria Castro
ACCME rep 2	Debra Ward
Faculty rep 1 (instructional)	Brooke Hanniff
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CSEA rep 1	Nikki Jones
CSEA rep 2	Maria Isai
Confidential rep	Edith Finney
ASCC Director of Student Activities	Jacki Scott
ASCC student representative	Angelina Pichardo

Ex-Officio Members	22-23 Member
Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

2. Information & Discussion: 2023 Commencement

- The committee will receive updates and provide feedback on the following:
 - i. Grad Fair Updates: Offices Participating:
 1. EOPS/CARE/LINC
 2. CalWORKs
 3. Cerritos College Foundation
 4. Student Health Services
 5. Student Accessibility Services
 6. LGBTQ+ Program
 7. Black Excellence Collaborative & UMOJA
 8. Child Development
 - ii. Graduation Celebrations Round-Up Survey Results
 - iii. Student Commencement Speaker Updates
 - iv. Graduate/Faculty Communication

3. Student Life Engagement (Goal 1 & 2)

- The committee will receive an update on procurement of the campus app through Ready Education.

4. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

5. Announcements

- *The members of the Student Life Committee will share updates from their respective areas*
- *Next Student Life Committee Meeting is Thursday, April 6, 2023 at 1pm in AP11.*

6. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

March 2, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

Minutes

1. Welcome: Introductions & Roll Call

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V (*denotes virtual attendance)
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Robyn Brammer	A
Coord. of Student Conduct	Cynthia Lavarieri	P
Student Activities Coordinator	Chris Dela Cruz	P *
ACCME rep 1	Maria Castro	P
ACCME rep 2	Debra Ward	A
Faculty rep 1 (instructional)	Brooke Hanniff	P
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	P
Confidential Rep	Edith Finney	P
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	Angelina Pichardo	A
Bookstore Manager*	Brianne Freeman	P *
Associate Dean of Student Health*	Hillary Mennella	P
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	A
Quorum: Fall - 6; Spring - 9	ATTENDANCE	12

Guests in attendance: Jason Barquero, Eric Palacios

2. Information & Discussion: 2023 Commencement

- The committee will receive updates and provide feedback on the following:
 - i. Grad Fair Updates:
 - Offices Participating
 - EOPS/CARE/LINC
 - CalWORKs
 - Cerritos College Foundation
 - Student Health Services
 - Student Accessibility Services
 - LGBTQ+ Program
 - Black Excellence Collaborative & UMOJA
 - Child Development
 - Grad Fair is April 26th and 27th. Student Activities team walk-through planning meeting coming up next week.
 - ii. Graduation Celebrations Round-Up Survey Results
 - Committee reviewed the department submissions of the end-of-year celebrations that are anticipated to take place.

- iii. Student Commencement Speaker Updates
 - Applications are due March 10th.
 - 14 applicants as of today.
 - Auditions will be held on March 24, 2023
- iv. Graduate/Faculty Communication
 - A Save The Date email was sent to Faculty this week. The email included the ceremony details and regalia rentals information.
- v. Other Commencement items:
 - Foundations has secured the rental of three additional 6-passenger golf carts for transporting guests from parking lot to the ceremony.
 - Event tickets design is in progress.

3. Student Life Engagement (Goal 1 & 2)

- The committee received an update on procurement of the campus app through Ready Education.
 - i. As of 3/1/23, the campus will move forward to the next step with getting this app created for our campus.
 - The next step will be RE connecting with our IT dept, as well as Elizabeth Miller and Chris Dela Cruz.
 - Feedback for what to include on the app will be requested from this committee, as well as other departments.
 - Cerritos College app planned for rollout by Commencement.

4. Cerritos College Food Court, Vending, & Bookstore Services

- The committee received updates on food & vending services.
 - i. Bookstore- no update
 - ii. Cassidy's Corner - design for new location structure is in progress. Facilities is leading this project.

5. Announcements

- The members of the Student Life Committee shared updates from their respective areas:
 - i. Amazon Prime: A production team for Prime "The College Tour" show, has connected with our campus to develop a Cerritos College episode. The show will highlight the college and feature student/alumni stories. Production will begin in May.
 - ii. ASCC:
 - Student Government Applications are open. They close March 9th.
 - Falcon Games-planning underway for the games. April 4-6.
 - Awards Banquet: May 12, 2023
 - iii. Student Health:
 - New Licensed Clinical Social Worker (LCSW) hired.
 - iv. Counseling:
 - Spring graduation petitions are due March 24, 2023.
 - v. Next Student Life Committee Meeting is Thursday, April 6, 2023, at 1pm in AP11.

6. Adjourn – 1:37 p.m.



STUDENT LIFE COMMITTEE

April 6, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

AGENDA

1. Welcome: Introductions & Roll Call

Member Role	22-23 Member
Dean of Student Services	Elizabeth Miller
VP of Student Services	Robyn Brammer
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Student Activities Coordinator	Chris Dela Cruz
ACCME rep 1	Maria Castro
ACCME rep 2	Debra Ward
Faculty rep 1 (instructional)	Brooke Hanniff
Faculty rep 2 (student services)	Nellie Hernandez-Garcia
CSEA rep 1	Nikki Jones
CSEA rep 2	Maria Isai
Confidential rep	Edith Finney
ASCC Director of Student Activities	Jacki Scott
ASCC student representative	Angelina Pichardo

Ex-Officio Members	22-23 Member
Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

2. Action Item: 2023 Student Commencement Speaker

- The committee will hear auditions for the Student Commencement Speaker Finalists chosen by the student committee.
 - i. Each student will audition separately: Adrian Juarez, Ebony Lewis, Hilda Leyva
 - ii. The committee will deliberate and select the 2023 Student Commencement Speaker

3. Action Item: Shared Governance Committee Structure Feedback

- The committee will review the [Student Life Committee structure and purpose](#) (page 32 of Shared Governance Booklet), and make any recommended changes for the Coordinating Committee to consider for approval on April 17.

4. Student Life Engagement (Goal 1 & 2)

- The committee will review preliminary structure of the app content, and receive an update on app implementation.

5. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

6. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, May 4, 2023 at 1pm in AP11.
 - The annual Shared Governance online Self-Evaluation is due by Friday, May 19, 2023. Time will be reserved in this meeting for members to complete the online survey for Student Life.

7. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

April 6, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

MINUTES

1. Welcome: Introductions & Roll Call

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V (*denotes virtual attendance)
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Robyn Brammer	P
Coord. of Student Conduct	Cynthia Lavarriere	P
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Confidential Rep	Edith Finney	A
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	Angelina Pichardo	A
Bookstore Manager*	Brianne Freeman	P
Associate Dean of Student Health*	Hillary Mennella	A
Dean of SAWS, or designee*	Elizabeth Page	A
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Juan Carlos Serna	P
Quorum: Fall – 6; Spring – 9	ATTENDANCE	10

Guest: Rebecca Robertson (Facilities)

2. Action Item: 2023 Student Commencement Speaker

- Student Commencement Speaker Finalists chosen by the student committee auditioned before the Student Life Committee.
 - i. Each student auditioned separately: Adrian Juarez, Ebony Lewis, Hilda Leyva
 - ii. The committee deliberated and selected the 2023 Student Commencement Speaker. Finalist's name will be sent to Coordinating Committee.

3. Action Item: Shared Governance Committee Structure Feedback

- The committee reviewed the [Student Life Committee structure and purpose](#) (page 32 of Shared Governance Booklet), and recommended the following changes for the Coordinating Committee to consider for approval on April 17.
 - i. Proposed edits/ changes to College Committee on Student Life:

1. Section B. Subcommittees:
 - a. ~~Commencement Speaker Selection Subcommittee. Additional~~ subcommittees may be appointed as necessary.
 2. Section E. Membership:
 - a. Ex-officio members: Bookstore Manager, Associate Dean of Student Health and Wellness, Dean of Student Accessibility and Wellness Services or designee, Chief of Campus Police or designee, Alumni Relations representative, Admissions & Records representative, Public Affairs representative, and Facilities representative (all non-voting)
- Nikki Jones moves to approve the changes. Brooke Hanniff seconds. No objections.

4. Student Life Engagement (Goal 1 & 2)

- The committee reviewed the preliminary structure of the Ready Education app content and received an update on app outline and implementation. The app is in the early stages of being set up with the campus information. The committee will have more app content to review at the next meeting.

5. Cerritos College Food Court, Vending, & Bookstore Services

- The committee received updates on this agenda topic, and were provided the opportunity to provide feedback on food & vending services.
- Bookstore update: Grad Fair pre-order regalia will be available to order April 10th- Grad Fair pick-up only.
- Cassidys Corner update: Under construction. Closed until summer.

6. Announcements

- The members of the Student Life Committee will shared updates from their respective areas
- Next Student Life Committee Meeting is Thursday, May 4, 2023 at 1pm in AP11.
 - The annual Shared Governance online Self-Evaluation is due by Friday, May 19, 2023. Time will be reserved in this meeting for members to complete the online survey for Student Life.

7. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

May 4, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

AGENDA

1. Welcome: Introductions & Roll Call

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Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

2. Action Item: 2022-2023 Annual Shared Governance Committee evaluation

- The committee will determine goals for 2023-2024.
- Committee members will complete the [online Self-Evaluation Survey](#).
 - i. Remember – a separate form must be completed by all committee members, for each committee(s) they serve on.

3. Information Item: Commencement 2023 Day of Schedule

- a. The committee will be provided an overview of the Commencement Schedule and set-up sites.

4. Student Life Engagement (Goal 1 & 2)

- The committee will receive an update on the Cerritos College app.

5. Cerritos College Food Court, Vending, & Bookstore Services

- The committee will receive updates on this agenda topic, and be provided the opportunity to provide feedback on food & vending services.

6. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, June 1, 2023 at 1pm in AP11.
 - This meeting will serve as a Commencement de-brief session.

7. Adjourn – 2:00 p.m.



STUDENT LIFE COMMITTEE

May 4, 2023 | Auto Partners Room 11 | 1:00 PM

Committee Goals 2022-2023

1. Develop recommendations on strategies to promote student life on campus, and promote a shared campus culture of engagement (EMP Goal A: Strengthening the culture of completion)
2. Develop recommendations on strategies to help student navigate the new normal student experience (remote, hybrid, in-person) including where to find and how to access information/offices/resources. (EMP Goal A: Strengthening the culture of completion)
3. Finalize review and implementation of revisions to AP5520 Student Discipline Procedures, and AP5530 Student Rights & Grievances. (EMP Goal A: Strengthening the culture of completion, Goal F: Enhancing organizational effectiveness)

Minutes

1. Welcome: Introductions & Roll Call

Member Role (*denotes Ex-Officio Member)	22-23 Member	Present - P; Absent - A; Vacant - V (*denotes virtual attendance)
Dean of Student Services	Elizabeth Miller	P
VP of Student Services	Robyn Brammer	P
Coord. of Student Conduct	Cynthia Lavarriere	P
Student Activities Coordinator	Chris Dela Cruz	P
ACCME rep 1	Maria Castro	A
ACCME rep 2	Debra Ward	P
Faculty rep 1 (instructional)	Brooke Hanniff	P
Faculty rep 2 (student services)	Nellie Hernandez-Garcia	P
Confidential Rep	Edith Finney	A
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	Jacki Scott	A
ASCC student representative	vacant	-
Bookstore Manager*	Brianne Freeman and Rosie Alvarez	P
Associate Dean of Student Health*	Hillary Mennella	P
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	P
Facilities representative*	Juan Carlos Serna	P
Quorum: Fall – 6; Spring – 9	ATTENDANCE	14

2. Action Item: 2022-2023 Annual Shared Governance Committee evaluation

- The committee will determine goals for 2023-2024.
 - i. Committee members provided the following ideas and input for 2023-2024 goals:
 1. Connecting students through in-person and online cohorts
 2. Adding features to the new campus app:
 - a. Online cohorts
 - b. Chatting and interaction features (such as student meet-ups)
 - c. Build out scheduled app communication
 - ii. Dean Miller will draft the goals based on the input received and email the draft to committee members.
- Committee members were reminded to complete the [online Self-Evaluation Survey](#).
 - i. Remember – a separate form must be completed by all committee members, for each committee(s) they serve on.

3. Information Item: Commencement 2023 Day of Schedule

- a. The committee reviewed the Commencement schedule and set-up sites.
- b. Additional related points:
 - i. As of 5/4/23 about 875 students have picked up their tickets.
 - ii. ADA: for wheelchairs navigating over cords, mats are preferred instead of plastic ramp over cords.
 - iii. Consideration of updating President's Party procession into stadium, to go directly to stage.
 - iv. Commencement speaker is training with Brooke. Brooke will meet with the speaker about 3 more times before the ceremony.

4. Student Life Engagement (Goal 1 & 2)

- The committee received an update on the Cerritos College/ Ready Education app that is currently in the beta testing phase.

4. Cerritos College Food Court, Vending, & Bookstore Services

- The committee received an update on the food & vending services:
 - i. Bookstore:
 - 1. Commencement orders continue to be placed.
 - 2. End of semester hours for Fridays will be increased from 10am-2pm to 9am-3pm.
 - 3. Follette reorganization: Brianne has been promoted to Market Manager, and will oversee Cerritos College and Cypress College Bookstore. She will continue to work from her office at Cerritos. Rosie Alvarez has been promoted to Store Manager. Congratulations to Brianne and Rosie!

5. Announcements

- Next Student Life Committee Meeting is Thursday, June 1, 2023 at 1pm.
 - This meeting will serve as a Commencement de-brief session and will be held via Zoom.

7. Adjourn – 1:59 p.m.



STUDENT LIFE COMMITTEE

June 1, 2023 | Zoom: <https://cerritos-edu.zoom.us/j/84265295953> | 1:00 PM

AGENDA

1. Welcome: Introductions & Roll Call

Member Role	22-23 Member
Dean of Student Services	Elizabeth Miller
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CSEA rep 2	Maria Isai
Confidential rep	Edith Finney
ASCC Director of Student Activities	
ASCC student representative	

Ex-Officio Members	22-23 Member
Bookstore Manager	Brianne Freeman
Associate Dean of Student Health	Hillary Mennella
Dean of SAWS, or designee	Liz Page
Chief of Campus Police	Don Mueller
Facilities representative	Carlos Serna
Quorum Requirement: Fall - 6; Spring - 9	

2. Discussion Item: Commencement 2023 Debrief

- a. Strengths
- b. Weaknesses
- c. Opportunities

3. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, September 7, 2023 at 1pm in AP11.

4. Adjourn



STUDENT LIFE COMMITTEE

June 1, 2023 | Zoom: <https://cerritos-edu.zoom.us/j/84265295953> | 1:00 PM

MINUTES

1. Welcome: Introductions & Roll Call

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Faculty rep 2 (student services)	NellieHernandez-Garcia	A
Confidential Rep	Edith Finney	P
CSEA rep 1	Nikki Jones	P
CSEA rep 2	Maria Isai	P
ASCC Director of Student Services	-	-
ASCC student representative	-	-
Bookstore Manager*	Rosie Alvarez	A
Associate Dean, Student Health*	Hillary Mennella	A
Dean of SAWS, or designee*	Elizabeth Page	P
Chief of Campus Police*	Don Mueller	A
Facilities representative*	Rebecca Robertson	P
Quorum: Fall – 6; Spring – 9	ATTENDANCE	9

Guests: Jason Barquero, Esmeralda Murillo, Robin Taylor, Sarom Chea

2. Discussion Item: Commencement 2023 Debrief-

- a. See attached pages for results.

3. Announcements

- The members of the Student Life Committee will share updates from their respective areas
- Next Student Life Committee Meeting is Thursday, September 7, 2023 at 1pm in AP11.

7. Adjourn -2:11 PM

2023 Commencement Debrief SWO-Results

What was great about	What could be improved?	What are opportunities or new ideas to be considered?
It was my first time participating and		My only suggestion is starting the graduation time earlier in the day :)
So many attendees! Liz always is so	More lanes for entry. More volunteers showing people where to walk when they enter the field and	I think we need an additional screen in front of the SAS section to ensure that they can read the captions.
The energy, the turnout, the smiles on all the students' faces.	The sound was not loud enough for portions of the event. I think we need more mics for 4 readers. The stage appeared very cramped this year.	Is something like this too expensive to implement? https://marchingorder.com/graduation-solutions/
The number of seeing the excited	Timing	It might help the ceremony go faster. implementing a station for grads to put their stuff down.
From my perspective, it flowed much better. We had minimal family members trying to get in through the south	Not sure about parking instructions for friends and family, but maybe something about parking off Alondra. It was sad seeing some of the elder family members having to walk to the front of the stadium to get into the stadium. I know carts were available,	More cart drivers. The service is wonderful and appreciated.
I want to say thankful, and support		The Cerritos College were great opportunities our support, staff and students did a good work the events were working hard a lot.
Graduates appeared to be excited and enjoying the process. The ceremony was well coordinated and ran smoothly.	Entry into the stadium was slow. I was not able to observe the process from my volunteer station but it seemed to take quite some time for guests to enter and be seated.	I was not able to attend the preparation/training session live unfortunately. I would have liked to have an opportunity prior to commencement to discuss with my volunteer team about how we would communicate during the event (eg. sharing phone numbers to text each other as we were on opposite sides of the field). This is reflective of my learning curve but in future trainings, it may also be helpful for volunteer teams to have an opportunity to talk amongst themselves.
The organization of the event itself including the communication with all the volunteers, students, and faculty. Great job!	We need louder sound and a party music vibe to pump everyone up before the speaking begins.	Keynote speaker Rob Bonta was a good speaker at CSUDH this year.
I loved the fact that everything was very organized. I also liked working at the ADA Gate and helping people.	The security can improve I know they were doing their best to have everyone not get up to take pictures by the rail but the people were not listening to them.	
The many student graduates. Seeing the stadium filled with families, friends and supporters.	Grad participation - staying till the end	Give them an incentive to stay till the end. I don't know what that would look like, but maybe having the event at an earlier time or on the weekend in the morning.
The food for us	Better communication	Parents can help us pass out diploma covers, raffle at the end of the ceremony,
Overall outstanding job. Very successful	Need to add a few outhouses and trash cans outside of front gates	
The lining up the graduate students in Home and Visitor and walking them to the stage was effective and organized.	The commencement was delayed so a lot of graduates were asking when it was going to start.	
I liked the confetti at the end.		

<p>No incidents and very good organization. Everyone knew what they were supposed to do. Training before the event was very beneficial to employees who had never attended.</p>	<p>We need to shorten the length of the event if we want the students to stay until the end of the ceremony. It was way too long for our students.</p>	<p>There are just too many people attending graduation to do this event in one session. We need to break the event in two sessions with different divisions on different days if we want to hope the students will stay until the end of the ceremony.</p>
<p>Incredible to see so many students and guests! The bubbles were fun, too. The student lines were clean and orderly. The flow of the sessions went well.</p>	<p>It needs to start on time. Even if there are people waiting, I don't think they will feel like they missed much if it started before they were seated. It also felt too "talky". Over 80% of the guests left by the end of the evening. If we could cut the time prior to the awards, it might help. Also, the four name readers were great, but we need another person by them directing traffic. They had to walk over to the next in line, which slowed the calling process.</p>	<p>I liked having so many students there. There was a lot of energy. The trick is making them all feel uniquely special while still cutting the time down. I'm going to think about ways to do this over the summer.</p>
<p>Organization and placement of volunteer support.</p>	<p>It took a long time to get all guests admitted into the stadium due to bottlenecks at check in and security. The home side got more of the guests and eventually became too full to take any more guests while the visitor side still had plenty of space available. The ceremony seemed to drag on even before the names of graduates were being called. Graduates and guests left in droves throughout the calling of names so that towards the end most of the stadium was empty and students names were still being called. Leaving and re-entry rules were not clear and varied on either side of the stadium. People working the event or staff/faculty would request entry without a ticket and they had to be taken at their word since the support staff did not always know who they were.</p>	<p>Move security check tables outside of the entry to the stadium and have guests go through security check prior to entering (giving their tickets) the stadium to help flow of foot traffic. Have clear and specific instructions on how tickets should be taken, what the rules are for re-entry, and having multiple points of entry. Also, it would be helpful to have volunteers in charge of crowd/line control while waiting for entry. They could answer questions, prep visitors, and help them navigate so that both home and visitor side are filled equally.</p>
<p>Very organized. Ran smoothly. Field looked great. Food was good too</p>	<p>Expand the check in table to ensure we can begin closer to the scheduled time. So many students just left the field. It was so sad to see.</p>	<p>Since it's difficult to combat students leaving the field, maybe just work the walk out into the ceremony in some way. Or brainstorm ways to make the whole program under 2 hours so students don't get antsy. It's a tough issue to address.</p>
<p>The communication, teamwork and preparation.</p>	<p>Porta potties in the parking lot. The nicer ones where it is an enclosed unit, with the sink. The regular ones would not work in my estimation. The security company was not very diligent about keeping people off the rails, I swept the rails more than once as they stood there doing nothing.</p>	<p>None that I can think of</p>
<p>The ceremony was beautifully executed.</p>	<p>No fault of the planning committee - strategize how to keep the graduates until the end of the ceremony.</p>	<p>I know it is more work; however perhaps reconsider having going back to holding two ceremonies similar to what was done in 2022. This may help with starting relatively on time and having the graduates stay the entire ceremony.</p>

Graduate check-in seemed to have moved fairly smoothly and graduate lineups were pretty even on home and visitor side. Volunteers were very receptive to help where needed.	Name readers were not moving graduates to stage quickly causing a slow down. Graduates' early departure.	Consider using fake hedges or decorative fencing to enclose the graduate area on the field, creating a one-way in and out system once they're seated. Move stage to north endzone and have graduates line-up already on football field prior to processional to save time. Order earpieces for radio for easier and more alert communication.
Program seemed to be take less time; band was excellent; speeches were short but to the point.	Reading of names - can better coordinate between two sides of readers. Also, can start on time rather than have faculty and students wait outside for too long.	Maybe have a screen/monitor so audience can better see graduates receiving their diplomas.
I got to work with my friend and seeing people graduate was amazing and cool.		have pom pom to cheer for the graduate and make sure the graduate comes on time to fill out there card
Delivery of chairs, tents, etc. on Monday before event, and pick-up Wednesday after event	Drones. Clear signage not allowed, make sure on not cocktail tables at grad check-in - more places to write name allowed for entry list.	
New stage set-up had more professional appearance	Get stage off sooner. PCE went on lunch before breakdown. Lie down more plywood on track. Be clear with PCE what kind of truck to bring. No electric cart on field.	assign home and visitor tickets, so grads/guests know what side to sit on. Give larger number of tickets up front, limit extra ticket pick-up.
Positive and celebratory attitude	Screens with captioning facing the faculty.	name reading at the beginning during the procession.
More formalized cart support with identified pick-up stations	Shorter speeches. Keep even between speakers.	
Faculty cheering tunner, highest number of faculty ever participate	Ran out of accessible seating on field/track level.	
Bubble guns	issues with pick-up points, people were asking to be picked up along the path not at the start points. Signage for priority of ADA folks in line. Start a formal line for order. Set cart operating times (beginning and end of event).	cart drop-off only at PAC
Student speaker & process	people blocking gridley/OFW and not allowing carts to drive through Bigger gap for volunteers to prep table. Some grads came early (before 3:30) put grad seating closer to the stage, gap was issue for interpreter distance. If that far, get riser for interpreter	cart line only signage/delineators throughout cart path.
Alumni booth popular		put alumni booth closer to check-in or at check-in by reader card fill-out station. speaker option to have the distinguished alumni
	Take any left over program booklets from grad area back to front gates after grad check-in	

Committee Discussion of Survey Results:

What was great:

Flow of guests
Organization
Communication
Procession line up
Confetti
No incidents
Appearance of the field
Graduate check in line
Volunteer flexibility
Program seemed shorter

Committee feedback:

Set-Up - enough buffer time for Delivery and pick up of chairs and tents
Stage: great professional look
Positive attitude of staff
Formalized cart support with identified pick up stations
Faculty # participants and tunnel
Student speaker and process

What can be Improved:

More entry lines
Volunteers to direct grads onto field
Sound-speakers
Timing-much longer
Parking-ADA
Music Playing on the speakers
Security company did not do their job
Graduates leaving early
Add out houses, more trash cans exterior of stadium
Stage traffic control

Committee feedback:

Drones not allowed
Teardown with Stage company. Lay down more plywood to protect track. PCE driving cart on field.
Video- captioned video feed facing faculty and graduates
Shorter speeches
Ran out of Accessible seating on track. Is there more space to add seating?
Carts: drivers picking up folks along the way, who did not wait in line.
Carts:

- Create a cart path
- Giving disabled folks priority
- Designated pick up spot for the end of the ceremony?
- This year, it became a safety issue. Crowds were packing Gridley way, and people forcing themselves on the cart

Graduates arrival and volunteer start time
Interpretation services- too far from folks for visibility
Alumni table- move closer to check in table, or center
Speaker: adding the distinguished alumni to speak?
Program books: take left over books to grad area...

Opportunities? Ideas?:

More cart drivers
Speaker suggestions: Rob Bonta
Earlier time or on the weekend
Volunteers for front of stadium

Committee feedback:

More tables for grads to write their cards out (cocktail tables)
Consider bringing back Faculty Marshals
Indicate on tickets "home" or "visitor"
Name reading at the beginning of the procession
Digitize tickets