

Discussion: What do we do as a group that can have an effect on the budget?

What have we done in the past?

Categorical programs have taken deep cuts over the past two years

- EOPS
 - Stopped actively recruiting
 - Required looking at how to do business differently
 - Serving fewer students
- FTTW
 - Actively pursued grants and contracts to keep positions in place
 - Utilizes general counseling instead of a designated counselor
- DSPS
 - One counselor was eliminated
 - Stroke Center reductions
 - DSPS office closes at 5 pm instead of having extended evening hours to transport students
 - Eliminated proctoring center services
 - Determined what was mandated, required, essential
- Learning Skills
 - Loss of adjunct
 - Assessing fewer students
 - Stopped teaching a class
- Assessment added proctoring as a revenue source to pay student workers
- Loss of personnel resulted in serving fewer students but forced departments to strive for more efficient and streamlined processes

Financial Aid

- Reduced by 2 advisors and 1 program specialist
- One front counter is open instead of two to serve students
- Stopped processing applications for financial aid if a Cabrillo application has not been submitted

Suggestions for what we can do:

- Consider employees who want to voluntarily cut back their hours
- Flexibility of work schedule
- Reductions “across the board” to include classified, faculty, administration (union negotiable issue)
- Identify duplicated services within component; create efficiencies and streamline services from that information
- Consider a four-day work week. Save facilities expenses while lessening commute costs, daycare costs, fuel costs to employees (union negotiable)
- More counseling group trainings:
 - Counseling workshops could be separated into specific counseling areas to answer student questions
 - Offer online computer training for completing basic process steps
 - Target students via email for specific counseling services
 - Use student workers to streamline counseling process

Student Services Component

Neighborhood Meeting

3/24/11

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- Rework/reword probation letter – not all students need to see a counselor
- Hiring freeze now rather than lay people off later
- Educate students regarding basic services
- Offer counseling services to Cabrillo students only
- Explore peer support to maintain “personal touch”
- Community Service required by AGS students should stay “in house” working with higher-needs students (staff needed for oversight)
- Streamline processes for competent students, leaving more time for higher-need students
- Volunteer-staffed workshops (employee volunteers)
- Drop students for non-payment of fees
- Encourage donors to contribute to the Student Service fund (through the Foundation)
- Telephone tree requesting donations
- What can we do that helps other Student Service departments? Visit other departments to learn from each other to work more efficiently. Define individual talents. Break down barriers to provide a platform to utilize those talents.
- Reach out to community retirees, volunteers, to attend training to help students
 - Press release explaining what we’re doing and what we need
 - Advocate to friends, neighbors, and especially acquaintances in southern California
- One week to add classes, shorten time to drop a class
- It is too easy to drop a class and then take it again. Where is the value?
- Revisit priority registration
- Too many students are “loading up” on classes
- First-time students need an orientation to college
 - Focus on needy, not high achievers
- Strengthen our resiliency by taking care of ourselves. We cannot eliminate personnel and continue to provide the same level of service. We need to make lists of what we cannot do with the budget cuts as well as what we can do.
- Student Services Retreat (revisit)
- We need to know what administration wants Cabrillo to look like before we can determine what Student Services will look like. Student Service priorities depend upon what direction the college takes.
- Is there a way to search for grants?
- The message is not the reality – we cannot increase transfers, etc. while cutting services. The message should reflect the reality.
- Integrated conversations are needed to see how Student Services can support the college mission.
- The Student Services component is dedicated to serving and helping students. As a community college, it is important that high-risk, low-achieving students not be pushed out. Streamline services/processes for the high achievers to allow more time to focus on the at-risk and low-achieving students. Low achievers cannot become high achievers without our help. “We” are who students see before coming to college.