

Student Services Planning Council

Meeting Notes

September 8, 2010

1:00-3:00 3-142

In attendance: Robin Richards, Lucy Nolasco, Romeo Garcia, Ruth Miller, Bob Haick, Kathy Sammut, Regina Blok, Gena Rhodes, Bob Lee, Rita Sabbadini, Debbie Joy, Eliazer Ayala-Austin, Soraya Sohrabi, Tom Mohr, Vickie Nunes, Lina Mira, Lorraine Barrales-Ramirez

I. Approve Minutes from 8/25/10 - tabled

II. 2010-2011 Budget – Robin Richards

President Mohr would like to hire two new positions to begin in January for the Spring Semester. Measure G money would be used to hire these positions. Using Measure G funds, we'd like to see faculty look into implementing short classes for the spring semester and we would like to pursue the use of Measure G funds to help with EOPS book vouchers.

III. New Staffing – Robin Richards

i. New Staff Prioritization Process

Sarah Perkins and Robin have looked at the Faculty and Staff Prioritization process and would like to expedite this semester's timeline.

SSPC reviewed the timeline and all were in favor.

Sept. 3	IPC 9:30	discuss process; identify criteria for hiring
Sept. 8	SSPC 1:00	discuss process; identify criteria for hiring
Sept. 15	SSPC 3:00	discusses list; identify any additional data needed
Sept. 23	Presentations 3:00	College data and position presentations
Sept. 29	SSPC 1:00	discussion presentations and identify list for consideration
Oct. 1	IPC 1:00	discussion presentations and identify list for consideration
Oct. 5	Joint IPC/SSPC 2:15	discuss lists to merge to one list for CPC
Oct. 7	CPC 1:30	discuss list to forward to President
Oct. 8	President	two lists submitted to President (Academic Senate; CPC)
Oct. 11	President	decision on positions to fill

ii. Work Force Development

Possible positions approved by SSPC

TRiO Office Assistant 50% to 100%
Financial Aid Assistant 60% to 100%
Admissions & Records III 60% (had been previously approved)
Articulation Counselor
Alternate Media Tech additional 48%
Psychological Services Counselor additional 50%

IV. Building 9 first Floor Task Force Update – Robin Richards

Options were shown and discussed. Suggested changes to the lounge space will be taken to the task force for consideration.

V. By-Laws Subcommittee Update – Eliazer Ayala-Austin

(Margie Carrington, Eliazer Ayala-Austin, Soraya Sohrabi)

Eliazer will check with Roberta regarding whether CSEA or Classified Senate review membership.

VI. Phone Task Force Update – Ruth Miller

(Ruth Miller, Bob Haick, Margie Carrington)

Forward any suggestions or any additional problems to Ruth Miller

Vickie Nunes suggested Mario Peña be a part of the Phone Task Force.

VII. Updates

VIII. Other

IX. Next Meeting – September 22

Meeting Date	Afternoon Snack	
August 25	Valeria Estrada	
September 8	Rita Sabbadini	
September 22	Soraya Sohrabi	
October 13	Lucy Nolasco	
October 27	Regina Blok	
November 10	Eliazer Ayala-Austin	
December 8	Romeo Garcia	