

STUDENT SERVICES PLANNING COUNCIL MEETING MINUTES OF

Wednesday, April 10, 2013 2:00 pm – 4:00 pm Building 9 – Room 109

Members Present: Robin Richards, Kim Lopez, Soraya Sohrabi, Lorraine Barrales-Ramirez, Ruth Miller,

Victoria Worch, Bob Haick, Sandra Mendez, Debbie Joy, Geovanna Moreno,

Members Absent: Valeria Estrada, Robert Hood, Ariackna Alvarez, Margie Carrington, Regina Blok

Guests: Danni Redding-Lapuz, Frank Austin

1. Approval of Minutes – Minutes for February 27 and March 27 were approved

2. Business

I. Review of three 2013-2014 Annual Plans/Program Reviews

Student Life and Leadership presented by Victoria Worch Career Services presented by Bob Haick Articulation and Transfer presented by Soraya Sohrabi

SSPC discussed the Annual Plan/Program Reviews with each presenter and filled out the Feedback Form with is included in the minutes.

II. Discuss SLOs and SAOs

The discussion SSPC had with each of the presenters also included discussion of their SLOs and SAOs.

3. Other

Student Services 2013-2014 Annual Program Reviews due April 8 (revised date)

PEP – April 23 and 30 Career Fair – Wednesday, April 24, 11:00-1:30 in The Grove High School Luncheon – Thursday, April 25 ASCC Elections – May 1 & 2 ASCC Club Awards – Friday, May 3 TRiO – Friday, May 3 Student Achievement Ceremony – Friday, May 10

Meetings:

December 26 - cancelled January 9 - cancelled January 23 February 13 & 27 March 13 - cancelled March 27 April 10 & 24 May 8 & 22



Program:	Student Li	Fe & Lei	adersh	17	
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Office of Student Services Page 2 of 3



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The purpose of this form is to provide fe	edback to the Pr	ogram Team.		
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V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information analysis, pla
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The purpose of this form is to provide for	eedback to the Pi	rogram Team.		
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Office of Student Services



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Office of Student Services
Page 2 of 3



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VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain cleneeds.	early how the requ	uest will serve Dep	artment/Program	/Division/College
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Program: <u>areer</u>	Services			
Program:	Sorana	Sohabi		
The purpose of this form is to provid	e feedback to the F	rogram Team.		
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V. <u>Faculty and Staff Hiring Request</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Comments/Questions:				
V. Professional Development Needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain ci	learly how it will s	erve Department/F	Program/Division	College needs
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The purpose of this form is to provide	feedback to the P	rogram Team.		
I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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V. Professional Development Needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Program: Career	Services	8		
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The purpose of this form is to provide	feedback to the P	rogram Team.		
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Office of Student Services



Comments/Questions:				
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VII. <u>Facilities Request</u> (Either new or maintenance issues)	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Office of Student Services Page 2 of 3



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Office of Student Services Page 2 of 3



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Office of Student Services



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Office of Student Services Page 2 of 3



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Office of Student Services



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Office of Student Services Page 2 of 3



Program: SSPC Member(s) Reviewers:	ner			
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Office of Student Services
Page 1 of 3



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Program: Career				
SSPC Member(s) Reviewers:	ob HACK	BY RU	th Mu	IEX
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Office of Student Services Page 2 of 3



Program:	Tra	nster c	Draya;	aci 1014. Scharbi
SSPC Member(s) Reviewers:	DRA MON	DEZ BY	RUHMI	11.6C
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Office of Student Services



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Office of Student Services Page 2 of 3



Program: Transfer & Av	neulation	<u></u>		
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SSPC Member(s) Reviewers:	Kim			
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Office of Student Services Page 1 of 3

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Program: Trough	er Center o	Activates	ion	
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The purpose of this form is to pr	rovide feedback to the P	rogram Team.		
I. <u>SLOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should in	clude the following:		in maryons	mary 313, plan
1. Status of SLO Assessment Cyc	cle.			
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II <u>SAOs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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IV. <u>Faculty and Staff Hiring Requ</u>	information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Office of Student Services

Need additional support in office Page 1 of 3



V. <u>Professional Development Needs</u>	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Office of Student Services



Program: Transfer SSPC Member(s) Reviewers:	\$ Artic	ulation		
SSPC Member(s) Reviewers:	Sando	1		
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IV. Faculty and Staff Hiring Request	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
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Office of Student Services



Program:	rsAt lichera			
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SSPC Member(s) Reviewers:	Rob Haick			
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Office of Student Services



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