

Student Services Planning Council

Meeting Notes

Wednesday, March 10, 2010

1:00-3:00 9-354

In attendance: Soraya Sohrabi, Regina Blok, Bart Scott, Romeo Garcia, Ruth Miller, Lucy Nolasco, Eliazer Ayala-Austin, Rita Sabbadini, Lesli Sachs, Debbie Joy, Margie Carrington

I. Approval of Minutes - **tabled**

Welcome Lucy Nolasco to the committee.

II. Strategic Plan Calendar – Greg Stoup - **tabled**

i. Workgroups discussion

ii. Oversight members due to Greg, March 17

III. Noel-Levitz Survey –Bart Scott

i. Proposed Questions

1. (74) Public transportation meets my needs as a student.
2. (75) I have a good understanding of the courses I need to take to reach my educational goals.
3. (76) The online application system is easy to use.
4. (77) The Math Lab provides adequate support for my math course.
5. (78) The tutorial Center provides adequate support for my courses.
6. (79) Transfer Services are adequate.

There is space for more questions and are due to Bart by this Friday (March12th).

IV. TRiO SSS Comprehensive Program Review – Romeo Garcia

Talking Points (due to the Curriculum Committee by Monday, March 15)

- **Infrastructure** was being built during this 5 year period – how to identify a cohort; staffing; creating policies and procedures for recruitment, application, services; defining the program and aligning it with Federal legislation and regulations and the College Mission, Values, and Vision Statement.
- **Methodic design for assessment** built into Federal grant for quantitative data via the annual Performance Report. Comprehensive helps support it with qualitative data. TRiO-SSS also uses formative and summative evaluations.

- **Close Coordination with Campus Departments and programs**
- **Improvement and progress towards standardized objectives** of persistence, academic standing, and graduation/transfer rates.
- **State budget cuts have trickle effect on services and coordination for TRiO:** Federal budget for TRiO programs also at the mercy of cuts.

Romeo will also mention the need for supply funds and the fact that TRiO does SLOs too.

TRiO will hear from the Federal Government in April regarding their latest proposal.

For those departments that submit Federal or State reports, would those reports suffice in place of the Program Review? Can these departments' Federal or State reports roll into the Program Review?

V. TRiO Upward Bound Comprehensive Program Review – Lina Mira - **Tabled**

VI. Annual Program Review Plan

- i. Due date March 31

The Annual Program Review Plan template will be placed online for department use.

Bring 2009 SLO and data for use on Friday, March 12 and Greg Stoup will be available on Friday to help with our Annual Program Review Plan.

What is the due date for the Student Services' SLOs?

VII. Update: April 22 High School Counselor Luncheon (1:30-3:30)

The menu has been decided. Invitations have been sent to all High School and Cañada Counselors. The RSVPs are going to Ariackna Alvarez. The committee will be meeting to finalize the agenda. Send PowerPoint slides (remember only talking points) to Bob Haick by March 29.

VIII. Update: April 24 Parent Orientation/PEP Day

Presenters have been selected, student and parent panel has been selected, facilities are reserved, the agenda is set. Information has been placed on the Cañada website and an invitation has been sent to all concurrent high school students. Ari has contacted High School Counselors and has been given permission to do classroom presentations at the high schools.

IX. Proposed SSPC Meeting Changes – Eliazer Ayala-Austin

We'll wait until the new VPSS is hired until we have more discussion.

X. Other

XI. Next Meeting – March 24, 1:00-3:00

Meeting Date	Afternoon Snack	
March 24	Ruth Miller	
April 14	Kathy Sammut	
April 28	Karen Olesen	
May 12		
May 25		