



**STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES OF**

Wednesday, October 26, 2011
1:00 pm – 3:00 pm
Building 5, Room 112

Members Present: Romeo Garcia, Ariackna Alvarez, Eliazer Ayala-Austin, Jose Mayen, Ruth Miller, Victoria Worch, Kim Lopez, Robin Richards, Regina Blok, Debbie Joy, Bob Haick, Rita Sabbadini

Members Absent: Sheila Lau, Kathy Sammut, Soraya Sohrabi, Margie Carrington, Gregory Stoup

Guests: Maria Olearczyk

1. Approval of Minutes – September 14th and September 28th minutes approved

2. Business

I. Educational Master Plan

SSPC walked through “The Guiding Principles” (Vision and Mission on page 15) and the “Teaching and Learning Objectives” (page 17)

The statement from the Vision, “From here, you can go anywhere” was asked to be removed (this was also discussed at the 9/28/11 meeting)

Objective 1 – no suggestions

Objective 2 – is this only include Distance Ed? If not, remove the words “to include further development of distance education” in the objective

Objective 3 – no suggestions

Objective 4 – remove the words “enhance the college experience and” and remove the words “include the” in the objective

Team 6 will work on activity 2

Objective 5 – rephrase Objective to match the Facilities Master Plan to include Bldg. 1, 3 and 13

Objective 6 – add to objective; include high school and community based agencies
add Instructional Deans to responsible individuals

- add “by working with instructions faculty” to activities
- add “investigate grant funding opportunities to activity #4
- change “college-going” in objective to “higher education
- Objective 7 – add Instructional Faculty (Math & Science) and Counselors to Responsible Individuals
- change the Activity numbers from 3 and 4 to 1 and 2
- Objective 8 – add Financial Aid to Responsible Individuals
- Objective 9 – add Vice President of Student Services to Responsible Individuals
- Objective 10 – add the word “eligible” in #2 Assessment
- Objective 11 – remove “Counseling in the objective
- Objective 12 – no suggestions
- Objective 13 – change the words Degree “Audit” to Degree “Works” in activity #1
- Objective 14 – change CTE to Instructional in the objective and in activity #1
 - remove Career Center Assistant and replace with Instructional Deans
- Objective 15 – remove the comma after outreach and the word “activities” in the objective
 - replace it to say “enhancing the Transfer Center outreach and articulation activities”
- Objective 16 – no suggestions
- Objective 17 – add Outreach to Responsible Individual
- Objective 18 – no suggestions
- Objective 19 – add Instructional Deans to Responsible Individual
- Objective 20 – add Career Center Director to Responsible Individual
- Objective 21 – no suggestions
- Objective 22 – no suggestions

II. Review Annual Plan/Program Review/SLO Forms

Table to November 9th meeting

III. Annual Plan Reviews for Demonstrated needs Conversation

Table to November 9th meeting

3. Other

4. Adjournment

The meeting adjourned early at 2:05 pm.

Upcoming meetings:

November 9 & 23

December 14