

Cañada College
Student Services Planning Council
Minutes

November 10, 2010
1:00-3:00 p.m.
3-142

In attendance: Robin Richards, Rita Sabbadini, Greg Stoup, Margie Carrington, Lucy Nolasco, Katie McKee, Regina Blok, Ruth Miller, Bob Haick, Soraya Sohrabi, Debbie Joy

1. October 27, 2010 minutes approved

2. Student Conduct Procedure

- Summary in catalogue and handbook
- Full length policy on website
- Live link to include District Policy
- Robin will rewrite CSM's policy

3. 2020 Vision – Discussion Topic

Students should be required to participate in integrated student support, assessment, counseling and orientation, and enroll in courses according to well publicized and strictly enforced registration deadlines.

Just touched on late registration – conversation just beginning

4. SSPC By-Laws Update

(Sub-Committee-Margie Carrington, Ruth Miller, Soraya Sohrabi)

- SSPC approved revised by-laws; motion made by Rita Sabbadini, second by Ruth Miller

5. Program Review, SLO, Planning

- Think about CSSO principles
 - “If we combine these three processes, what principles should we follow?”
 - Relevant
 - Tied to Strategic Goals
 - Efficient
- Discussed DRAFT SLO Template
- Start with a smaller group of matriculated students to track
- Greg will look to see which group of students we can use that we are already tracking
- Each team will meet at least once in November and have one SLO and one SAO ready by the January 26th meeting

Program	Program Mission/Function	Offices/Program Teams
1. Outreach and Application	To provide students with information on the advantages of a college education and help them understand the entire process of preparing for, choosing and applying to the right college for them.	Vets – Margie Carrington, Team Leader Outreach – Bob Haick, Ari Alvarez Admissions & Records – Jeanne Stalker Financial Aid – Manuel Delgado EOPS/CalWORKs – Bob Haick DRC – Regina Blok Counseling – Sandra Mendez PIO – Robert Hood SSS/UB – Lena Mira, Maria Huning International – Jeannie Stalker

Program	Program Mission/Function	Offices/Program Teams
		Other Programs: (to receive information) CBET/VESL Workforce Development Return to Work Athletics Honors Student Life Learning Center
2. Assessment, Orientation and Registration	To provide students with knowledge of their aptitudes to better enable them to take the right courses and to assist students in navigating the key college processes in order to be successful.	Admissions & Records – <u>Ruth Miller, Team Leader</u> Assessment – Loretta Davis Counseling – Carla Stoner-Brito EOPS/CalWORKs – Jose Romero SSS/UB – Romeo Garcia DRC – Regina Blok Student Life – Victoria Worch International - Soraya Sohrabi
3. Articulation and Transfer	To facilitate a seamless transition of students from K-12 to Cañada College and from Cañada College to other accredited higher education institutions.	Transfer – <u>Soraya Sohrabi, Team Leader</u> Articulation – Lyn Belingheri Counseling – Lyn Belingheri Admissions & Records – Maria Lara SSS – Melissa Alforja EOPS – Lorraine Barrales-Ramirez Other Programs: (to receive information) DRC Honors Basic Skills MESA University Center
4. Financial Literacy	To offer learning opportunities on the management of personal finances so students can make sound financial decisions and aid students in their understanding, application, and timely receipt of all eligible financial aid resources they need.	SSS/UB – <u>Romeo Garcia – Team Leader</u> Financial Aid – Faye Soler MESA – Cathy Lipe Counseling – Byron Ramey EOPS/CalWORKs – Eliazer Ayala-Austin Other Programs: (to receive information) Learning Center
5. Counseling and Career	To guide and support students in achieving their educational, career, and personal goals and in becoming proactive participants in our diverse society.	Counseling – <u>Kathy Sammut & Sandra Mendez, Team Leaders</u> Career – Karen Olesen, Bob Haick EOPS/CalWORKs – Lorraine Barrales-Ramirez SSS/UB – Melissa Alforja DRC – Regina Blok Financial Aid - Rosa Jimenez Other Programs: (to receive information) Honors VESL Workforce Development MESA Transfer

Program	Program Mission/Function	Offices/Program Teams
6. Student Support: Student Life, Academic Support and Wellness	To provide the necessary support services to promote academic success, social engagement and physical and mental wellness of the student.	Articulation Nursing – Trudy Ferree Psych Services – Gena Rhodes Student Life/Clubs – Victoria Worch, Team Leader Financial Aid – Lucy Nolasco Athletics – Byron Ramey EOPS/CalWORKs – Jose Romero SSS – Pat Siehl Vets – Byron Ramey MESA – Cathy Lipe Learning Center – Rita Sabbadini Tutoring – Rita Sabbadini Library – Dave Patterson DRC – Regina Blok

6. SB 1440 - Tabled

7. Other

- Discussed the proposed Hiring Process Timeline for Spring 2011
- SSPC would like to request from Academic Senate a faculty member to sit on the SSPC.
- SLO, Program Review and Planning Task Force will meet to begin discussion.
(Task Force: Robin Richards, Greg Stoup, Rita Sabbadini, Margie Carrington)
- First generation Focus Group will be on November 17. Feedback will be discussed at the next SSPC meeting on January 12.

Next meetings - January 12
 January 26