

Student Services Planning Council  
October 26, 2016  
1:30pm-3:00pm  
ST-107

## **MINUTES**

**Present:** Natalie Aceves (co-chair), Eva Amezola, Patti Brusca, Miriam Carrillo, Keith Coleman, Mark DeAsis (co-chair), Lilia Garcia, Mark Hartley, Monica Huizar, Pam Kollar, Leticia Martinez, Lisa McAllister, John Moore (co-chair), Koji Uesugi

**Absent:** Chris Castillo, Hortencia Cuevas, Maria Gonzalez, Daniela McCarson, David Payan

### **Approval of 9/28/16 minutes**

Motion to approve by Patti Brusca

Seconded by Eva Amezola

Motion passed with one abstention and the following correction to the last bullet under Good of the Order:

RCCD will begin accepting C- grades from other institutions (high school, colleges & universities) 17FAL, should say ***RCCD will begin accepting C- grades for CSU GE certification purposes from other institutions beginning 17FAL***

### **Formalize SSV Program Review Template**

Mark went through the template by page to determine if the format and information is still valid and effective, ensuring that no redundancy exists. After discussion, the council agreed that the template will remain as is. Tanya will send out the official copy to the council.

### **Finalize Peer Review Checklist and Rubric**

The council reviewed the existing checklist and rubric; no changes were made. A copy of a previous sample was distributed to assist new council members with this process.

### **2016 Assessment Plan**

Actual deadline for 2016 Assessment plan is December 2, 2016.

### **Discuss Ranking Results of Staff and Equipment**

The council discussed the results of the equipment and staffing; no changes were made. However, the document was updated to reflect positions that have been filled and equipment that has been purchased, along with the funding sources for each.

### **Next meeting: November 15, 2016**

The council agreed to change the time of the next meeting, due to a scheduling conflict with the third Presidential Candidate forum. The meeting will be held from 2:00pm – 3:30pm in ST-107.