

Student Services Planning Council

May 24, 2017
1:30pm-3:00pm
ST-107

MINUTES

Present: Natalie Aceves (co-chair), Keith Coleman, Hortencia Cuevas, Mark DeAsis, Lilia Garcia, Mark Hartley, Leticia Martinez, Lisa McAllister, Koji Uesugi

Absent: Eva Amezola, Patti Brusca, Miriam Carrillo, Timothy Huneck, Maria Gonzalez, Monica Green (co-chair), Monica Huizar, Pamela Kollar, Daniela McCarter, John Moore (co-chair), David Payan

Approval of 4/26/17 meeting minutes

- This item was tabled until the next meeting due to not having a quorum present

Planning councils Survey – Fall 2016 Review

- SSPC received 12 out of 20 responses (60%)
- Council discussed that this is a recommending body, not a decision maker. Will revisit this topic at a future meeting to ensure that everyone understands this.

Resource Allocations 2016-2017

- The final program review document was reviewed and updates/changes were made to the following areas:
 - Electronic timesheets – This is being tested out, but it is not as independent as we'd hoped. Not likely that we will make this purchase. Mark Hartley will check with Dr. Green to see if Norco is represented on the District workgroup.
 - Chiropractic Table – should indicate “no available space”
 - Counseling printer/student area – funded by SSSP

SSPC Membership & Co-chair designation

- The council reviewed the current membership to ensure it was up-to-date and discussed possible changes.

Joint Resource Allocation Prioritization Proposal

- Beginning next year the Administrative Program Review will be included in the regular Student Services Program Review process. SSPC suggests each council move forward 3-5 positions to ISPC for recommendation to the Executive administration.

Student Services Program Review

- The council was reminded of the upcoming June 15 deadline for the completed Program Review document.

Peer review Assessment Plan Rubric

- The rubric was reviewed as a refresher; updates were made to the dates reflected in the “Area for Evaluation” column

Good of the Order

- As of July 1, the Career & Job Placement Center will become The Career Center
- Commencement day we will need all hands on deck!
- We will have the highest number of JFK students graduating from Norco (21 grads/41 degrees)
- Middle College Grant was renewed for another 3 years at \$100K per year