

Student Services Planning Council
September 26, 2018
1:30pm-3:00pm
ST-107

MINUTES

Present: Natalie Aceves (co-chair), Patti Brusca, David Chaney, Mark DeAsis (co-chair), Lilia Garcia, Maria Gonzalez, Lorenzo Harmon, Mark Hartley, Tenisha James, Leticia Martinez, Daniela McCarson, Aimee Nunez, David Schlanger, Maureen Sinclair

Absent: Eva Amezola, Hortencia Cuevas, Maria Jurado, Pamela Kollar, Lisa McAllister, John Moore (co-chair)

Welcome

Everyone on the council introduced themselves to the two new council member representing ASNC, David Chaney and Aimee Nunez.

Approval of 5/23/18 minutes

Motion to approve by Maureen Sinclair
Seconded by Mark Hartley
Motion passed unanimously

Budget Update

Tabled

Call Center Data

Mark DeAsis distributed statistical data for 18SPR and 18FAL showing the number of students contacted and the change in FTES (attached). He noted that information for Fall is different due to the new funding formula.

SSPC Membership

Currently the membership consists of eleven managers, five classified staff, two faculty and two students. After discussing the statement of purpose, the council voted unanimously to change the composition of the membership to more accurately reflect student services, as follows: seven (7) managers, seven (7) classified staff, three (3) faculty and four (4) students. Mark will discuss with managers who is crucial to remain on the council, John Moore will be asked to identify an additional faculty member, Natalie will ask CSEA to assign two additional classified staff members and David and Aimee will recommend two additional students.

Statement of Purpose review/revision

After discussion, the council voted unanimously to revise the SSPC Statement of Purpose as follows:

Statement of Purpose (revised)

The Student Services Planning Council (SSPC) is a representative group of administrators, faculty, staff and students, guided by the college mission and strategic plan. SSPC provides recommendations to the Institutional Strategic Planning Council (ISPC) regarding staffing, resource allocation, program development, and student engagement and success.

Guided Pathways Update

Tabled

OnBoarding Re-engineered

Dr. Tenisha James presented a PowerPoint on the new onboarding process entitled “Onboarding Re-engineered (attached).

Multi-Term Registration

Mark DeAsis discussed this as an information item and distributed the most current draft of the 2018-19 A&R timeline (attached). He noted that on November 13, registration will open for both 19WIN and 19SPR. Texts and emails will be sent out to students and workshops will be held on campus. Discussion ensued including the following suggestions, concerns and questions:

- Also use social media, Grad Guru and perhaps develop a tutorial video on WebAdvisor
- Display the information in a banner on the college website
- DRC students could experience difficulty with accommodations due to classes filling up early if they matriculate after the registration process begins
- Special programs have requirements that must be met prior to registration that need to be addressed
- There is a district-wide proposal in process on how to address students on probation that are placed on dismissal after registration

Program Review

The timeline will be released at the next meeting.

Next meeting – October 24, 2018