

**Student Services Planning Council**  
**October 23, 2019**  
**CSS 217 (2:00-4:00pm)**  
**Minutes**

**Members Present:** Kimberly Bell, Patti Brusca, Maria Gonzalez, Jalen Madrid, Bryan Medina, John Moore (Co-Chair), Ashley Mora, Gustavo Ocegüera, Kaneesha Tarrant (Co-Chair), Ricardo Vargas

**Absent:** Natalie Aceves (Co-chair), Janelle Brekke, Mark DeAsis, Lilia Garcia, Mark Hartley, Tenisha James, Amy Kramer, Leticia Martinez, Daniela McCarson,

**Guests Present:** Greg Ferrer, David Schlanger

Call to Order: 2:08pm

**Approval of Minutes:**

Tabled due to lack of quorum

**I. Dean's Reports**

- DeAsis – absent
  
- Hartley - absent
  
- James - absent
  
- McCarson – absent
  
- Ocegüera – Dr. Ocegüera is convening a district-wide meeting on 11-1-19 to discuss professional development priorities for all employees and a request for the Board of Trustees to designate two days annually for classified staff and management professional development trainings.
  - Dr. Ocegüera is working with the classified professional development leadership to identify a date for a winter professional development training. The training will be on the intersections of Guided Pathways/four pillars and Student Support Redefined. Possible dates include week of January 27 - 30 or February 12.

**II. Action Item(s):**

None

**III. Standing Items/Reports:**

- A. Guided Pathways (K. Tarrant)
  - Dr. Tarrant reported that Norco College was one of 40 institutions in the country awarded a Title V grant for Guided Pathways
  - John Moore shared that a newly developed Student Checklist will be used beginning Spring 20. The document is based on an existing document from

Chaffey College. The goal is to have the checklist in the Engagement Centers within 2-3 weeks.

- EduNav rollout will happen with 20WIN/Spring registration for all students beginning November 4. Currently, EduNav includes ADT's, but by registration, it should be all majors.
- In the future, EduNav would provide more information/ milestones for students based on what they have accomplished at the college.

B. Program Review (K. Tarrant)

Dr. Tarrant reviewed the 2019-20 draft of the Student Services Program Review.

- Four things program review should address in terms of how requests will assist in meeting goals
  - 1) Current goals
  - 2) New goals
  - 3) Alignment with college strategic goals
  - 4) Determine how the college can help the unite achieve its goals
- It was suggested that student services should include SAO and SLO's, particularly in areas such as DRC.

C. Resource Request Procedures (K. Tarrant)

- SSPC Prioritization Ranking Process
  - Counseling faculty expressed concern that their voice is lost once it leaves SSPC and moves to the faculty ranking process
  - Process needs to be completed during fall semester.
  - Council will be asked via email to review and vote on changing the criteria for prioritization and restructuring the request process to directly address the criteria.

**IV. Information Item(s):**

A. Educational Master Plan Draft Review (K. Tarrant)

Dr. Tarrant reviewed changes to the Educational Master Plan with the council

B. EduNav Presentation (K. Tarrant)

All day training was held October 18; a PowerPoint is available that walks through the process. Supplemental documents will be available in the future. We are actively looking to create centers throughout campus to help students learn/navigate this new system.

C. Role of SSPC (J. Moore)

Tabled.

**IV. Good of the order**

- Chatbot now available.

Meeting adjourned: 3:50pm

Next meeting: November 27, 2019 (may change due to the Thanksgiving holiday)