



**STUDENT SERVICES PLANNING COUNCIL  
MEETING MINUTES**

**Wednesday, February 8, 2017  
2:00pm to 4:00pm  
Building 9 – Room 154**

**Members Present:** Max Hartman, Maria Huning, Margie Carrington, Ruth Miller, Diva Ward, Joanna Dai, Misha Maggi, Gloria Darafshi, Jeanne Stalker, Bob Haick, Adolfo Leiva, Lizette Bricker, Soraya Sohrabi, Sarah Aranyakul, Debbie Joy, Kim Lopez, Diva Ward, Sunny Choi

**Members Absent:** Kathy Kohut, Chialin Hsieh, Melissa Alforja, Mayra Arellano, Carlos Luna, Trish Guevarra, Nicholas Jerrard

**Guests:** Julie Lamson, Maggie Lozano

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**1. Approval of Minutes** – January 25, 2017 minutes approved unanimously.

**2. Business**

**I. Educational Master Plan**

SSPC reviewed the Educational Master Plan and using the [Feedback Form](#), entered thoughts about the EMP. Some comments were, well organized, nice to look at, and appears strategic. These and other comments will be added to the feedback form.

**II. Educational Master Plan Strategic Initiatives**

SSPC discussed Strategic Initiatives as being broad, beyond just their own programs. Strategic Initiatives that could work for programs across campus and disciplines. SSPC worked together in groups to come up with strategic initiatives and added them in the [Feedback Form](#).

**III. Review SSPC By-Laws**

The By-Laws on the SSPC website are outdated. There are other By-Laws so SSPC will review the newest By-Laws at our next meeting on 2/8/17.

**3. Other**

Program Review Schedule

- Feedback/Discussion and Study Session Dates:

Program	Study Session	Feedback Forms Due	Q&A and Reflection
Counseling/Puente	March 10 – 12:00-1:00	March 17	March 22
International Students	March 31 – 12:00-1:00	April 7	April 12
Assessment, Orientation and Registration	March 31 – 12:00-1:00	April 7	April 12
Financial Aid and Financial Literacy	April 21 – 12:00-1:00	April 21	April 26
Student Life and Leadership Development	April 21 – 12:00-1:00	April 21	April 26

- The Student Services Division meeting is scheduled for Friday, Feb. 10. Gena Rhodes will be discussing Self-Compassion.
- Scholarship readers are needed. The deadline for scholarships is March 2. If you're interested, contact Margie Carrington.
- Flex Day is March 8. Student Services departments and offices will be closed so all Classified can attend.
- If you are looking for interns in your office or departments, Puente de la Sur can help. Puente de la Sur will also be paying for the interns. It's a win win!
- SparkPoint's Legal Clinic is up and running. They can help with topics such as, immigration law, family law, and tenant rights. The clinic is open for 3 hours 1 day a week from 3:30-6:30 and it's by appointment only.

#### 4. Adjournment

2016-2017 Upcoming Meetings

~~August 24~~

September 14 & 28

October 12 – cancelled due to Flex Day

~~October 26~~

~~November 9 & 23~~

~~December 14~~

January 11 & 25

February 8 & 22

March 8 & 22

April 12 & 26

May 10 & 24

[Student Services Planning Council Website](#)