



**STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES**

**Wednesday, August 24, 2016
2:00pm to 4:00pm
Building 5 – Room 108**

Members Present: Margie Carrington, Adolfo Leiva, Chialin Hsieh, Max Hartman, Debbie Joy, Kim Lopez, Kathy Kohut, Khoa Nguyen, Bob Haick, Lizette Bricker, Sunny Choi, Maggie Lozano, Jeanne Stalker, Gloria Darafshi, Misha Maggi, Maria Huning, Soraya Sohrabi, Sarah Aranyakul, Supinda Sirihekaphong

Members Absent: Ruth Miller, Carlos Luna, Trish Guevarra, Melissa Alforja, Nicholas Jerrard, Diva Ward

1. Approval of Minutes – May 11, 2016

Unanimously approved

2. Business

I. Financial Wellness Survey

The California Community Colleges Chancellor's Office, Student Services Division is conducting an exploratory survey assessment regarding community college student food and housing insecurities. The CCCO has recently partnered with the University of California and California State University systems as part of the California Higher Education Research Team on Basic Needs. This intersegmental partnership will explore food and housing insecurities impacting our students and will be moving towards providing each system best practices and models for implementation assisting us to better understand the needs of our students within the California Community College system.

II. Review 2016-2017 Program Review Schedule

The following Teams have their Program Reviews due February 2017:

- Assessment, Orientation and Registration
- SparkPoint, Financial Aid and Financial Literacy
- Counseling and Puente
- Student Life and Leadership Development
- International Students

III. Student Services Division Meeting Input

Various ideas were discussed for our Student Services Division meetings:

- Discussion on Equity
- Updates or What's New
- Educational Master Plan Activities or Updates
- Wellness in the Office

IV. Online Orientation Update

The committee to work on revamping the Online Orientation met monthly to get it finalized for use and the Online version has been in use for about 1½ months. If you would like to view the orientation, it can be found in Websmart.

The Online Orientation will be used for students who are not able to come to campus in person or for use after all the Orientations have been completed on campus.

V. Common Assessment Update

Compass ends November 30 and we will begin using Common Assessment on December 1. There was discussion about using the word “placement” instead of “assessment” whenever speaking to students.

[Project Glue](#) is a statewide IT project of the California Community Colleges Technology Center and the goal of Project Glue is to create a common, method of accessing data. At this time BANNER is not supported by the state and part of the work of Project Glue is to have Assessment and BANNER speak to each other.

The ESL Faculty just started discussion of mapping in August and will continue into September.

VI. Program Updates

- Internship Fair – September 7
- Club Rush – September 15
- Job Fair – October 5
- Panel for Nursing Program – October 10
- Transfer Day – October 18
- There is \$2500 available through the [Vending Commission](#) – Applications due before Monday, September 19
- Counselors were hired for STEP and International Students Program
- The Wellness Center has seen 160 students as of August 24 and in 2013 the Wellness Center saw a total of 160 students.
- The International Student Center has 133 students
- EOPS has 389 students and are still accepting new students.

3. Other

4. Adjournment

2016-2017 Upcoming Meetings

~~August 24~~

September 14 & 28

October 12 & 26

November 9 & 23
December 14

January 11 & 25
February 8 & 22
March 8 & 22
April 12 & 26
May 10 & 24