

Student Services Planning Council  
September 27, 2017  
1:30pm-3:00pm  
ST-107

**MINUTES**

**Present:** Natalie Aceves (co-chair), Eva Amezola, Patti Brusca, Miriam Carrillo, Hortencia Cuevas, Mark DeAsis, Bowen Fei, Lilia Garcia, Monica Green (co-chair), Mark Hartley, Monica Huizar, Tenisha James, Leticia Martinez, Daniela McCarson, John Moore (co-chair), Maureen Sinclair

**Absent:** Maria Gonzalez, Pamela Kollar, Lisa McAllister

**Guest:** Maria Jurado

**Welcome**

The council welcomed 2017-18 student member Bowen Fei.

**Approval of 8/23/17 minutes**

Motion to approve by Natalie Aceves

Seconded by Mark DeAsis

Motion passed with five abstentions

**Student Services Program Review Timeline**

2016-17 Program Review timeline completed as of today's meeting. The council will discuss and finalize the 2017-18 timeline at the next meeting so the prioritization process and ranking outcome can be included in the discussion.

**Review Staffing and Equipment Ranking Results**

Item deferred to the next meeting.

**Finalize Staff Rankings – Action Item**

- Motion on the table: move Associate Dean, Special Funded Programs to #1  
Rationale: Need to ensure we stay in compliance; limit liability and maintain appropriate level of equity and academic integrity. Current structure limits EOPS funding and number of students the program can serve.

Motion to approve by Dr. Tenisha James

Seconded by Monica Huizar

8-yes, 6-no, 1-abstention Motion passed

- Motion on the table: move Director, Veterans Services above Associate Dean, Special Funded Programs  
Rationale: to support President Reece's initiative to increase the number of Veterans served, and to staff the Veteran's Resource Center, funded by Assemblywoman Cristina Cervantes' office. The growth to support this initiative has already begun and current staffing is only two employees.

Motion to approve by Mark DeAsis

Seconded by Maureen Sinclair

2-yes, 10-no, 3-abstentions Motion failed

- Motion on the table: switch #8 College Receptionist – Part-Time (2) for Transfer Center with #32 Part-time Success Coach for Puente  
Rationale: to assist with program tasks that require access not granted to student employees and to coordinate events/college tours.  
Motion to approve by Maria Jurado  
Seconded by Monica Huizar  
1-yes, 11-no, 3-abstentions Motion failed
- Motion on the table: vote to accept the ranking as originally presented  
Rationale: to honor the process by which the ranking was derived  
Motion to approve by Daniela McCarson  
Seconded by Mark Hartley  
5-yes, 9-no Motion failed
- Amendment to motion on the table: accept the motion already passed to move the Associate Dean, Special Funded Programs to #1 with no additional changes to the rankings  
Motion to approve by Patti Brusca  
Seconded by Dr. Tenisha James  
8-yes, 6-no Motion passed

### **Application Deadline – Information Item**

Dr. Green notified the council that a vote will take place at the next meeting regarding a change in the application deadline. Currently, the Norco College application deadline is two weeks before the start of the term, MVC is the first day of the term and RCC's is well into the term. She gave a brief history on the reasons the college chose the current application deadline and how it is working today, as well as the implications of making a change. On 10/1/17, applications will open for late start 17FAL, 18WIN, 18SPR, 18SUM and 18FAL. This is the first time opening applications for five different terms at the same time has occurred.

### **Good of the Order**

CNUSD Expo on Saturday, 10/28/17; attendance of 500-600 families expected. The event is free; contact Maureen Sinclair to request a booth. Dr. Green suggested Diana Meza be contacted to request a website banner for this event.

It is transfer season: TAG deadline is 9/30; CSU/UC application period is 10/1 – 11/30.

**2017-2018 SSPC meeting dates** - 4<sup>th</sup> Wednesday's 1:30pm-3:00pm in ST-107 unless otherwise noted

- October 25, 2017
- November 15, 2017 (3<sup>rd</sup> Wednesday)
- December 13, 2017 (2<sup>nd</sup> Wednesday)
- January 24, 2018
- February 28, 2018
- March 28, 2018
- April 25, 2018
- May 23, 2018
- June 27, 2018