



STUDENT SERVICES PLANNING COUNCIL MEETING MINUTES
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MEETING TYPE:	<input type="checkbox"/>	Staff	Date: September 26, 2018
	<input type="checkbox"/>	Product/Project	Starting Time: 9:30 a.m.
	<input checked="" type="checkbox"/>	Special	Ending Time: 11:00 a.m.
			Place: H-306

CHAIR: Aiden Ely

MEMBERS: Cecere, Diaz, Finn, Large, Magnuson, McKinney, Meyers, Moore, Moss, Salter, Snow, Titus, Tovar

ABSENT: Antonecchia, Cathcart, Cory, DeMaris, Harris, Kelber, O'Brien, Pell, Shoop, Titus

RECORDER: Jill D'Errico

Quorum Met **Start Time: 9:36am/End Time: 11:02am**

The VP of Student Services, Aiden Ely, called the meeting to order at 9:36am.

A. MINUTES

1. September 12, 2018 –
 - a. Jamie Moss - motion to approve/Patrick O'Brien - second the motion
 - b. No abstentions or objections

B. ACTION ITEMS/FIRST READING - None

C. ACTION ITEMS/SECOND READING – Olga Diaz

1. Changes to Behavioral Health and Wellness Committee Membership
 - a. Olga Diaz gave a brief overview of the committee's request for changes to their membership. Additional positions are the Student Affairs Supervisor and Behavioral Health Manager. The removal of a part-time Behavioral Health Counselor.
 - b. Kendyl Magnuson - motion to approve/Christopher Moore - second the motion
 - c. No abstentions or objections

D. INFORMATION/DISCUSSION ITEMS

1. Recruitment/Retention Committee – Aiden Ely
 - a. Originally approved by SSPC on April 13, 2016 but has been inactive. Kendyl Magnuson provided a brief history of the formation and the purpose of the committee. The purpose of the group is to be more of a coordinator and reporting committee to ensure that departments are working together rather than multiple groups doing the same work. VP Ely recommended that the committee be formed/positions filled and a review of all SSPC subcommittees in light of the changes that have occurred over the past one to two years (Guided Pathways, SEA, etc.). This gives SSPC an opportunity to reorganize and possibly blend subcommittees that could potentially work together. VP Ely will reach out to the two managers who are the co-chairs for the committee and include them in a SSPC meeting to review their progress.
2. Instruction Program Review – Aiden Ely
 - a. Instruction has decided to delay their review until spring 2019 in order to focus on fall.
3. Review the purpose of the PRPs – Aiden Ely & Michelle Barton
 - a. Senior Director Michelle Barton provided a brief history of program reviews and the recent conversations regarding non-instructional program reviews. The goal is to assess purposes and

processes to determine if we are meeting goals. Reviews have gone to a three-year cycle. The first year is a full comprehensive review followed by two years of annual updates. Lining up non-instructional review timing with instructional in an attempt to have all departments campus-wide on the same schedule and using the same forms.

E. COMMITTEE REPORTS

1. Academic Review Committee – Kendyl Magnuson – Three files for review at next meeting.
2. Behavioral Health & Campus Wellness Committee – Lori Meyers – Student Wellness Advocacy Group is in the process of training Wellness mentors. Class for incarcerated individuals over the summer was successful with 30 of 33 participants completing.
3. Campus Police Committee – Chris Moore – No quorum at last meeting. Feedback following Active Shooter Drill is under review and taken into consideration.
4. Registration Committee – Kendyl Magnuson – Waiting for approval of academic calendar before making any final decisions.
5. Scholarship Committee – Kendyl Magnuson – Need to make students more aware of opportunities. Kendyl will bring more information to next meeting.
6. Student Program Eligibility Appeals Committee – Kendyl Magnuson – Nothing to report. Committee needs to be evaluated due to a lack of activity.

F. OTHER BUSINESS - None

The meeting was adjourned by VP of Student Services, Aiden Ely, at 11:02am.

Next Meeting: Wednesday, October 10, 2018 in H-306