



**STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES**

**Wednesday, March 14, 2018
2:00pm to 4:00pm
Building 9-Room 154**

Members Present: Phillip King, Ruth Miller, Lorraine Barrales-Ramirez, Nick Martin, Debbie Joy, Bob Haick, Maria Huning, Kathy Kohut, Diva Ward, Adolfo Leiva, Soraya Sohrabi, Jeanne Stalker, Melissa Alforja, Max Hartman, Margie Carrington

Members Absent: Nenaji Jackson, Tracy Huang, Mayra Arellano, Misha Kealoha

1. Approval of Minutes – February 14, 2018 minutes approved.

2. Business

I. Program Review – Transfer Center

Soraya Sohrabi discussed the Program Review feedback received from SSPC.

II. Program Review – Career Center

Bob Haick discussed the Program Review feedback received from SSPC.

III. Review Resource Requests

The review of the calendared resource requests has been moved to April 25 when SSPC will review all the resource requests at the same time?

SSPC discussed the Program Review Resource Request Rubric for 2018/2019

- SSPC would like to review the process at the end of the Program Review and Resource Request Cycle
- SSPC will be creative and reframe our requests to match it up with the Rubric and the various components
- The form should not drive the prioritization of the resource requests
- Each presentation on April 25th will be no longer than 5 minutes

3. Other

4. Adjournment

Upcoming Meetings

August 23

September 13 (meeting room change – 2-10)

September 27

October 11 (Cancelled for Flex Day)

October 25 (meeting room change – 2-10)

November 8

November 22 (Cancelled)

December 13

December 27 (Holiday Break)

January 24

February 14

February 28 (Cancelled)

March 14 & 28

April 11 & 25

May 9 & 23

June 13 & 27

[Student Services Planning Council Website](#)