



**STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES**

**Wednesday, April 11, 2018
2:00pm to 4:00pm
Building 9-Room 154**

Members Present: Phillip King, Ruth Miller, Debbie Joy, Max Hartman, Edith Flores (for Ruth Miller), Margie Carrington, Soraya Sohrabi, Adolfo Leiva, Cecilia Costelow, Nick Martin, Melissa Alforja, Diva Ward, Kathy Kohut

Members Absent: Nenaji Jackson, Bob Haick, Tessa Noriega, David Reed, Lorraine Barrales-Ramirez, Jeanne Stalker, Mayra Arellano, Tracy Huang, Misha Kealoha, Melissa Alforja, Maria Huning

Guest: Susan Mahoney

1. Approval of Minutes – April 11, 2018

2. Business

I. Cañada College Sustainability Plan

Susan Mahoney presented the Cañada College Sustainability Plan. The first Sustainability Plan was written in 2013. The updated plan will also include measureable goals and metrics that demonstrate objectives that are consistent with the College's mission. Susan advised hard copies of the plan will be available in approximately 2-3 weeks.

Sustainability Goals in 9 Areas

1. Campus and Community Awareness & Involvement
2. Curriculum Development
3. Energy Conservation and Efficiency
4. Built Environment
5. Water Management
6. Zero Waste
7. Transportation Demand Management
8. Sustainable Supply Chain
9. Climate Action



II. Review Program Review

- EOPS, CARE, CalWORKs & FYSI

Lorraine Barrales-Ramirez presented the feedback she received for the EOPS, CARE, CalWORKS and FYSI Program Review. [Reflection Form](#)

- **Wellness, Disability Resource Center, Personal Counseling Center, Health Center**

Max Hartman presented the feedback he received for the Wellness, DRC, PCC and the Health Center Program Review.

- **TRiO, Bridge to Opportunities & Veterans**

Melissa Alforja and Diva Ward presented the feedback they received for the TRiO, BTO and Veterans' Program Review. [Reflection Form](#)

3. Other

Hiring Update

Position	Opening	Closing	EST Start Date	Notes
VPI	Dec-17	Jan-18	April 15 - May 1	Announcement has been sent college-wide. Start date June 4, 2018
Director of DRC	Jan-18	End Jan 18	Mar-18	
Dean of Business, Design and Workforce	Jan-18	Feb-18	May-18	
Dean of PRIE	Mar-18	Apr-18	Jun-18	
Director, ESO	May-18	Jun-18	Sep-18	
VPSS	Sep-18	Oct-18	Dec-18	
Dean of Humanities & Social Science	Jan-19	Feb-19	May-19	
Dean of Science and Technology	Pending Board Approval			
Dean of ASLT	Pending			This is the most complex position to fill as it needs the IVPI at Skyline to fill first, then the Dean of ASLT at CSM to be filled, then we can open this position.
Director of Operations (Temporary)	Pending			Reviewing campus need for this position for full opening.
Director of Professional Development and Innovation	On Hold			

Cañada Student Recognition and Awards Reception will be May 11, 2018. Hors d'oeuvre reception will be held in the Grove from 4:00-4:45 and the ceremony will be held in the theater beginning at 5:00. The reception will be held at 6:30 in the Theater Foyer.

Classified will be given Comp time for their help with the 2018 Commencement. Waiting for confirmation from the President's Office.

The District Board of Trustees have looked closely at the data and made the decision to cancel the Learning Center Extended Study Time. They are normally open until 9:00 but with the extended hours were open until 11:00.

Phillip announced that the Fridays off during the summer will begin June 8 and end August 3. Waiting for confirmation from the President's Office.

4. Adjournment

Upcoming Meetings

August 23	January 24
September 13 (meeting room change – 2-10)	February 14
September 27	February 28 (Cancelled)
October 11 (Cancelled for Flex Day)	March 14
October 25 (meeting room change – 2-10)	March 28 (Cancelled)
November 8	April 11 & 25
November 22 (Cancelled)	May 9 & 23
December 13	June 13 & 17
December 27 (Holiday Break)	

[Student Services Planning Council Website](#)