

Student Services Planning Council



AGENDA

Date: Wednesday, March 24, 2021

Time: 2:00-4:00pm

<https://smccd.zoom.us/j/94950753901>

1) Welcome

- a) **Time Keeper -**
- b) **Do we have our team? (Quorum: 13)**
 - i) Welcoming of New Staff

*Adolfo Leiva
Alison Field
Bettina Lee
Bob Haick
Jade Shonette*

*Jeanne Stalker
Kathy Kohut
Karen Engel
Lorraine Barrales-Ramirez
Manuel Alejandro Pérez
Maria Huning
Maria Lara
Margie Carrington
Mary Ho*

*Max Hartman
Mayra Arellano
Michiko Kealoha
Nadya Sigona
Olivia Cortez Figueroa
Rosa Moncada
Soraya Sohrabi
Wisseem Brennani*

2) Adoption of The Agenda

2 minutes

3) Approval of the Minutes

2 minutes

a) [March 10, 2021](#)

i) *Actions from March 10th meeting:*

- *Unanimously votes to approve the Programming Review Timeline and the Program Review Extension Policy with the change of ensuring "lead" was updated to "Program Review Author"*

4) Reports

a) "Why" We Do What We Do Share

Rosa / 2 mins

- i) *An instance that has happened recently that has reminded you why you do what you do to challenge equity and anti-racism in Student Services?*

b) Thank you for sharing your department reports in the chat!

All/ "Unlimited" Time

5) Standing Items

a) PBC

Max / 4 mins

b) VPSS Updates

Manuel / 4 mins

c) Enrollment Services Committee Update

Wisseem & Maria L. / 15 mins

i) Updates on Summer and Fall 2021 EWs

ii) Ability to get something in writing for counselors

d) Guided Pathways

Mary/ 4 mins

6) Anti-Racism Highlights

a) Anti-Racist Framework Presentation and Discussion

- Manuel, Michiko, Karen 12 mins*
- b) [Racelighting Part 2](#) *Manuel / 30 mins*
- 7) **Special Presentations**
- a) Student Services Recovery Planning: Presentation Part 2 *Manuel / 15 mins*
- 8) **Business Items**
- a) Emerging Project Change Program Presentation *Max/ 20 mins*
- b) **Recording Future SSPCs** *All / 7 mins*
- c) [SSPC Bylaw Updates](#) *Maria H., Mary, Michiko, Nimsi, Manuel / 30 mins*

SSPC Membership

Committee chairs and co-chairs of the SSPC participate in the “Planning and Budget Council’s Orientation.” New committee members are strongly encouraged to attend, all committee members are welcome to attend.

- **Committee Members**
 1. *Admissions & Records Representative*
 2. *Bridge to Opportunities*
 3. *Career Center Representative*
 4. *College Recruiter*
 5. *Dean of Counseling*
 6. *Dream Center Representative*
 7. *EOPS/CARE/CalWORKs Representative*
 8. *Financial Aid Representative*
 9. *Post-Secondary Success Representative*
 10. *Promise Scholars Program Representative*
 11. *SparkPoint*
 12. *Student Representative (up to 2 voting members)*
 13. *Student Life & Leadership Development Representative*
 14. *TRIO Programs Representative*
 15. *Transfer Center Representative*
 16. *Veterans Services Representative*
 17. *Vice President of Student Services*
 18. *Welcome Center Representative*
 19. *Wellness Center Representative*
 20. *Classified Members (2):*
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 - 21. *Faculty Members (1): Counseling Faculty*
 - 22. *Faculty Members (1): Instructional Faculty*
- **Advisory**
 - *International Students Representative (moved from student services)*
 - *Dean of Planning, Research and Institutional Effectiveness*
 - *Learning Center Representative*
 - *Library Representative*
 - *Puente Representative*

Expectations of Service

Committee members will:

- commit to attend and prepare for meetings
- notify co-chairs if unable to attend scheduled meetings
- solicit feedback from and report out to constituent groups
- vote on business items during SSPC business meetings

Advisory members will:

- be defined as a non-voting role, not counting towards quorum
- provide advice related to agenda items and discussions

Removal

Members may be removed or asked to resign by consensus of the SSPC after three (3) council absences in one semester.

9) Open Forum and Feedback

An opportunity for anyone to discuss any additional items.

What would we like to cover in the next SSPC?

Adjournment

Next meeting is Wednesday, 2-4pm, April 7th, 2021 via Zoom.

Student Services Planning Council Mission Statement:

The SSPC oversees the implementation of a comprehensive process for planning and assessing student services based on program review, the effective integration of student learning outcomes into program activities and services, and alignment with the college's mission and strategic goals.