



## Student Services Planning Council Minutes

Meeting Date: February 26, 2020

Meeting Time: 2:00-4:00

Location: 2-10

Present: M. Hartman, L. Canestro, C. Johnson, G. Rhodes, A. Cuevas, A. Leiva, B. Haick, N. Sigona, S. Miranda, Y. Chan, A. Field, M. Quevedo, D. Joy, M. Pérez

Topic	Discussion/Outcomes
<p>1) <b>Approval of Minutes (Action)</b> February 12, 2020</p>	<p>February 12<sup>th</sup> minutes will be approved at a future meeting</p>
<p>2) <b>Discussion Items</b></p> <p>I. Timekeeper Assignment Rotation (3 min.)</p> <p>II. Membership Roster Update (10 min.)</p>	<p>C. Johnson was the timekeeper today.</p> <p>We have five vacancies in our membership:</p> <ul style="list-style-type: none"> <li>• Two Classified; one from Instruction and one from Administrative Services</li> <li>• Puente Representative</li> <li>• Learning Center Representative</li> <li>• Library Representative</li> </ul> <p>SSPC is very large council and for two of our SSPC Council meetings we've not had quorum.</p> <p>In alignment with CSEA, our Dream Center and VROC cannot be filled by Short-term Temporary representatives. A. Leiva will take over as representative for both the Dream Center and VROC. He will still only have one vote.</p> <p>Could we move the Classified positions to an advisory position on the membership?</p>

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<p>III. Resource Prioritization Update (15 min.)</p>	<p>A. Leiva made a formal recommendation to change the status of the Learning Center Representative, the Library Representative, the Puente Representative and both Classified positions to an advisory role only. SSPC could potentially revisit the status at a later date. We will be sure to always have at least two classified (CSEA or Non-CSEA) on the membership roster.</p> <p>M. Hartman supported this recommendation. SSPC cannot vote on this because we don't have a quorum. M. Hartman will take it to PBC and ask them to help by voting the change in.</p> <p>Everyone should have received the process for the resource prioritization. At this time the ranking will be within your program or department. SSPC will rank on March 10 Internal rankings to Manuel by February 27.</p> <ul style="list-style-type: none"> <li>• Rank only items from your Program Review</li> <li>• Rank only items over \$500</li> </ul> <p>Budget augmentation should have gone through the Program Review process too.</p>
<p>IV. SSPC Program Review Update <i>M. Hartman</i> (15 min.)</p>	<p>The task force is meeting on Monday to discuss recommendations on how to update the Program Review process. If you have idea, contact M. Hartman.</p> <p>Think about: Frequency of Program Review Opportunities on sharing out Reconfiguring the teams that are doing Program Review together</p>
<p>V. Summer/Fall 2020 Registration (10 min.)</p>	<p>Changes to the Registration Process for Summer and Fall 2020</p>

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### 3) Action

Important changes to the Summer and Fall 2020 registration process. These updates were informed, reviewed, and implemented by the Enrollment Services Committee and College Registrars within the San Mateo County Community College District. Effective immediately, the Summer and Fall terms are now split so that registration will begin on different dates. For example, the Summer registration process will now happen earlier than the Fall term. These changes will address payment plan and data collection issues within the District.

Please note the start dates for the Summer and Fall 2020 registration cycles:

- Summer 2020 registration begins April 24, 2020.
- Fall 2020 registration begins May 4, 2020.

#### **Changes to Priority Registration for Summer 2020**

Effective this Summer term, College priority registration is limited to the first day of registration for all mandated groups (April 24, 2020). The priority groups are listed below:

- CalWORKs
- DSPS
- EOPS
- Foster Youth
- Homeless Youth
- Veterans

The second day of Priority Registration for the Summer 2020 term will be open to all students (April 25, 2020).

#### **No Changes to Priority Registration for Fall 2020**

Fall 2020 Priority Registration will remain unchanged from the previous year.

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<p><b>4) Business – Standing Items</b></p> <ul style="list-style-type: none"> <li>• VPSS Updates (10 min.)</li> <li>• Enrollment Services Committee (ESC) (5 min.)</li> <li>• Guided Pathways (5 min.)</li> </ul>	<p>Pause your work on the Chaptered legislation for now. Cabinet will be providing a google form through which you will be including all your updates on the chaptered legislation.</p> <p>Have not met – Friday, March 6<sup>th</sup> at the next meeting</p> <p>The Guided Pathways steering committee met yesterday. The conversation now is around interest areas. All meetings are open, please come and share your thoughts, voice and expertise.</p>
<p><b>VI. Other/Department Reports (30 min.)</b></p>	<p><b>Veterans</b> The Department of Veterans Affairs Stem scholarship has been extended</p> <p><b>Promise Scholars Program</b> We’re now focusing on interest areas through career exploration. We would like you to help by making a story board about your own degree, journey and career. This will be late in March. Please participate. Marisol will send more information.</p> <p><b>Outreach</b> April 30 is Connect to College – save the date! This is our only open house, 5:30-7:30 on the plaza by building 23</p> <p><b>SparkPoint</b> The 3<sup>rd</sup> annual <i>Awareness Summit</i> is tomorrow, February 27.</p> <p>The next <i>Community Market</i> is Monday, March 2– volunteer if you’re available.</p> <p>Adolfo will send a link for the <i>Food Pilot Program</i>. Please share this link with your students. Students can purchase any prepared food in The Grove, Bookstore or Pony Espresso until their dollars/credit are used. Definitely spread the word about this food insecurity resource.</p>

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**ESO Adelante**

Last Friday ESO Adelante took a field trip to SFSU. We had 100% of students show up for the event!

50% ESO and 50% other students from the college.

Upcoming events:

*SFSU CAD and Elementary Teachers Education workshop* on March 18<sup>th</sup>, 11:30am-1pm in 17-107

Still planning *SFSU Biology workshop*, tentative date, April 13<sup>th</sup>

*SFSU Dia de la Familia event* on April 25<sup>th</sup> at SFSU. ESO! Adelante will coordinate Cañada College's effort. A flyer will be sent soon.

Please be sure to let your students know about this great opportunity April 25!

**International Students**

The Coronavirus is making a difference in our district and we are monitoring our international students. We're keeping communications open with our students and families and we're asking our students not to leave the country during Spring Break.

**Financial Aid**

We just launched Ask Cody so students can ask questions about Financial Aid. If Cody can't answer an email will be sent to the office. Monday deadline at midnight for scholarships.

**Student Life & Leadership**

Don't forget about the *Student Presentation: What Students Want You to Know about Bias and Equity in the Classroom* Thursday, March 5 at 1:00 in 3-142

**Dream Center**

Sequoia High School

- Name of event: Conference for Immigrants and Allies
- Date: Saturday, February 29<sup>th</sup>, 2020
- Time: 8:45 am – 2:30 pm

Mayra and I will be presenting from 9:40 am – 10:35 am.

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	<p>Cañada College:</p> <ul style="list-style-type: none"> <li>- Name of event: OYE Latinx Youth Conference</li> <li>- Date: Saturday, March 14<sup>th</sup>, 2020</li> <li>- Time: 9:00 am – 3:00 pm</li> </ul> <p><b>Bridge to Opportunities</b>  <i>Student Presentation: What Students Want You to Know about Bias and Equity in the Classroom</i> Thursday, March 5 at 1:00 in 3-142</p> <p><b>TRIO-SSS</b></p> <p><b>1. FAFSA &amp; Cañada College Scholarship</b></p> <ul style="list-style-type: none"> <li>• Both are due MONDAY MARCH 2<sup>ND</sup></li> <li>• TRIO hours of availability for Monday: 8:00am – 7:00pm</li> <li>• If you need help, please reach out!</li> </ul> <p><b>2. ALL DAY SUPPORT for Personal Statements</b></p> <ul style="list-style-type: none"> <li>• <b>TOMORROW</b>, Friday Feb 28 from <b>8am-3pm</b></li> <li>• Location: Learning Center Lab (Building 9, 2<sup>nd</sup> Floor)</li> </ul> <p><b>2. OYE - Volunteer Opportunity</b></p> <ul style="list-style-type: none"> <li>• Community Conference for Latinx Youth (6<sup>th</sup> grade – college students)</li> <li>• March 14<sup>th</sup>, volunteer schedule 8am – 4pm</li> <li>• All students welcome to attend, all students and staff encouraged to volunteer! Feel free to share with family and friends.</li> <li>• <b>Last day</b> to sign up is SATURDAY, Feb 29!</li> <li>• <a href="#">OYE Volunteer 2020 Form</a></li> </ul>
<b>VII. Information/Updates</b>	

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<b>VIII. Adjournment</b>	Adjourned at 3:41
<b>Future Items:</b>  <i>Upcoming Meetings:</i> <b>SPRING 2020:</b> 3/11, 3/25, 4/8, 4/22	<ul style="list-style-type: none"> <li>• Foundation Presentation</li> <li>• By-Laws revisited</li> </ul>

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