



**STUDENT SERVICES PLANNING COUNCIL  
MEETING MINUTES OF**

Wednesday, April 23, 2014  
2:00 pm – 4:00 pm  
Building 9 – Room 154

**Members Present:** Debbie Joy, Chialin Hsieh, Kim Lopez, Margie Carrington, Misha Maggi, Bob Haick, Melissa Alforja, Lizette Bricker, Trish Guevarra, Regina Blok, Carlos Luna, Robin Richards, Sandra Mendez, Supinda Sirihekapong, Lorraine Barrales-Ramirez

**Members Absent:** Ruth Miller, Jeanne Stalker, Noel Chavez, Jeffrey Rhoades

**Guests:** Sharon Bartels

---

**1. Approval of Minutes** – Minutes from April 9, 2014 were approved

**2. Business**

**I. Review of Participatory Governance document**

SSPC participated in the annual evaluation of the participatory governance structure at Cañada College. This review takes place during the end of the spring semester each year. The participatory governance bodies take time to reflect on what worked and what can be improved.

Remember to fill out the Participatory Governance Survey by Friday, May 9.

<https://www.surveymonkey.com/s/CL9D5BM>

Observation by an SSPC member: This member feels that compared to other colleges where she worked the participatory governance at Cañada College is very transparent.

The review document is included at the end of the minutes.

**II. Review of four 2014-2015 Annual Plans/Program Reviews**

- **Career Services**
  - SSPC members' review documents are included at the end of the minutes.
- **Student Life and Leadership**
  - SSPC members' review documents are included at the end of the minutes.
- **Wellness: Disability Resource Center, Psychological Services, Health Center**
  - SSPC members' review documents are included at the end of the minutes.
- **EOPS/Care & CalWORKs**
  - SSPC members' review documents are included at the end of the minutes.

After having discussed, reviewed and completed and revised this year's Annual Plan and Program Review process and online template, the members decided to find another program to use for the template and SSPC programs will do half the Annual Plan/Program Reviews one year and half the next; staggering year to year.

The resource sections will be completed on a yearly basis.

### **III. Other**

Cañada End of Year Party – May 15 3:00-5:00, at Cañada Vista

Special Planning & Budgeting Council meeting to discuss the Reallocation Models – May 21 3:00-4:00 in 2-10

Classified/CSEA Staff Appreciation Breakfast – May 22 8:30-10:30 in CIETL, 9-154

Commencement – May 24

Classified Retreat – May 29 at Filoli

Upcoming Meetings: May 14 and June TBD