



**STUDENT SERVICES PLANNING COUNCIL
MEETING MINUTES**

**Wednesday, March 22, 2017
2:00pm to 4:00pm
Building 9 – Room 154**

Members Present: Ruth Miller, Lizette Bricker, Sunny Choi, Soraya Sohrabi, Joanna Dai, Diva Ward, Carlos Luna, Bob Haick, Adolfo Leiva, Jeanne Stalker, Debbie Joy, Gloria Darafshi, Sarah Aranyakul, Chialin Hsieh, Max Hartman, Kathy Kohut

Members Absent: Kim Lopes, Melissa Alforja, Margie Carrington, Maria Huning, Misha Maggi, Mayra Arellano, Trish Guevarra, Nicholas Jerrard

Guests: Yolanda Valenzuela, Sandra Mendez, Allison Hughes

1. Approval of Minutes – February 22, 2017 minutes approved unanimously as amended.

2. Business

I. Counseling and Puente Program Review

Gloria Darafshi presented the Counseling reflection and Yolanda Valenzuela and Sandra Mendez presented the Puente reflection.

You will find both reflection forms at the end of these minutes.

Debbie will ask Doug Hirzel to merge Puente and counseling in SPOL.

II. SLO/TracDat

Allison Hughes, Instructional Technologist, came to SSPC to remind everyone their SLOs and SAOs still need to be entered into TracDat and should be entered every year by the end of May. If you have not yet entered your current cycle of 2016-2017, please do so first then enter the 2015-2016 cycle. Data older than 2012 does not need to be entered into TracDat.

If you can't remember your login or need help with TracDat, contact Allison Hughes.

Jessica Kaven will be presenting a new assessment plan using TracDat to Academic Senate on Thursday, April 13.

III. Guided Pathways

Tabled for next meeting on April 12

3. Other

4. Adjournment

2016-2017 Upcoming Meetings

~~August 24~~

September 14 & 28

October 12 – cancelled due to Flex Day

~~October 26~~

~~November 9 & 23~~

~~December 14~~

January 11 & 25

February 8 & 22

March 8 – cancelled due to Flex Day

March 22

April 12 & 26

May 10 & 24

[Student Services Planning Council Website](#)