

Student Services Planning Council

Meeting Date: April 10, 2019 Meeting Time: 2PM – 4PM

Present: Ruth Miller, Regina Blok, Debbie Joy, Ana Avendano, Mary Ho, Maria Huning, Marisol Quevedo, Yesenia Mercado, Nimsi Garcia, Candice Johnson, Lorraine Barrales-Ramirez, Bob Haick, Soraya Sohrabi, Max Hartman, Adolfo

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	Topic- Action(A)/ Discussion (D)/ Information(I)/-	Discussion/Outcomes
	Presenter	
1)	Approval of Minutes (A) – Char Perlas & Ruth Miller	No edits to minutes
	Feb 27, 2019	Maria Huning – 1 st
		Mary Ho – 2 nd
2)	Business	AB 705 Marketing – Flex Day Outcomes
I.	AB 705 Marketing – Flex Day Outcomes (I)	The Welcome Letters to students now have softer language and a warm and cozy feeling. If you have confusions about the letter, send questions to Max. We're the only college in the district that is still sending letters. Try using a QR Code for flyers, letters or any paper applications instead of links. Students can scan the code but can't click on the link.
		We're no longer doing assessments except for ESL.
		Review your website and any flyers or literature for your departments. If you find anything that still references assessment or the old math sequence, let Max know or send to the appropriate person for updating. The Math department is almost ready for Counselors to use (Guided Self Placement Tools). The English department is finishing their tools now.
		Summer and Holiday Hours
"	. Summer and Holiday Hours (I/A)	The college will work a 4 day work week during the summer.
		The District will send the beginning and ending dates. Update any appropriate websites and emails.
		Send Char, Ruth, and Debbie your summer schedules for employees and departments.
		Upcoming Holidays: SSPC proposes to close at 4:30 pm on Wednesday, November 27 th . The day before Thanksgiving.
		SSPC also proposes to work 8:00-4:30 December 17-20 th and close District-wide on Monday, December 23.

Mission Statement

Cañada College provides our community with a learning-centered environment, ensuring that all students have equitable opportunities to achieve their transfer, career education, and lifelong learning educational goals. The college cultivates in its students the ability to think critically and creatively, communicate effectively, reason quantitatively, and understand and appreciate different points of view within a diverse community.

III.	Cañada Annual	Plan	(Standing Item)
111.	Canada Amindai	riaii	(Stanuing item)

SSPC reviewed the Action Steps to be Implemented in 2018-19

- 1. Scale the Promise Program and evaluate Promise student experiences to help address barriers caused by enrollment fees, cost of textbooks, parking fees, transportation, child care, food and housing insecurity. *On track*
- 2. Adopt a transcript evaluation process to help incoming students maximize units. *Is this regarding other college transcripts? Ruth will chick-in with Char.*
- 3. Streamline the matriculation process. Making progress with eliminating assessment (make as ongoing). On track
- 4. Create systems to allow all students' high school transcript data to be considered in placement. Completed. Next step: Math Competency Process
- 5. Create and align new instructional supports (e.g. embedded tutoring, embedded counseling, a Writing Center) to support pre-transfer level students. Responsible Party should now be Academic Support and Learning Technologies Division. No longer considering embedded counseling. Should this go back to IPC?
- 6. Institutionalize STEM Center innovations. Change Responsible Party to VPI/VPSS/ASLT/VPA/Dean, Science & Technologies, Carol Rhodes and Georganne Morin. SSPC doesn't know where we are on this.
- 7. Scale STEM Center Innovations. Same as number 6. SSPC doesn't know where we are on this.
- 8. Plan for scaling First Year Experience programs for first-time students. *Student Voices Committee* with the Promise Scholars Program are looking at this on track.
- 9. Re-launch the University Center. *Char and Mary Ho presented this at Academic Senate. Moving to Spring 20. Not on track.*
- 10. Facilitate Career Exploration (see Goal 2). On track and continuing. Change wording under <u>Outcome</u> from placement to guidance. Next Steps: Bob, Jeanne, Soraya, and Max will meet to talk about implementing career assessment instead of placement.
- 11. Identify and address business process barriers (see Goal 1). *On track. Usability experience and Student Voices*.
- 12. Align the Strategic Enrollment Plan strategies with those emerging from the Guided pathways work. On track
- 13. Institutionalize effective practices as part of the Guided Pathways work (see Goal 1). Apply Now button on the top of Cañada's webpage, data collection for Student Voices and Meta Majors data collection. On track
- 14. Complete new buildings (1 and 23); renovate building 9 with minimum impact on students and staff. Should SSPC be a Responsible Party? SSPC recommends removing this from the list.
- 15. Complete Institutional Self-Evaluation Report and identify top priority projects for Quality Focus Essay. *Completed*

Mission Statement

IV. ESC (Standing Item)	The Student Equity Achievement Plan will be going to Board on September 25 th along with Skyline and College of San Mateo.
3) Other/Department Reports	Connect to College will be on Thursday, April 25, 2019 from 6:00-8:30 pm in The Grove. For more information contact Mayra Arellano.
	Upcoming University Visits: UC Merced (STEM) on Monday, April 15 th and UC Davis (STEM) on Friday, April 26. Call Nimsi if you have students interested.
	Inspire Higher Panel Presentation 11 a.m1 p.m. Building 6, Room 101/102 The Cañada College Promise Scholars Program, in partnership with Silicon Valley Latino, is proud to host a Inspire Higher Panel Presentation. These professionals will be sharing their stories during this moderated panel in order to inspire local high school students to prepare for careers in the STEAM (Science, Technology, Engineering, Arts & Mathematics) fields. This event is free and open to the public. Featured panelists include: Lisa Gauthier - Mayor, East Palo Alto Tony Quintero - Producer & Activist Nancy Rosales - Serial Entrepreneur (Easy Video Success & Pepito's Paletas) Gabriel Lomeli Jr Account Manager, LinkedIn Moderated by: Lilian Peña - KGO-TV ABC7
	TRiO Upward Bound Summer Term runs Monday through Friday, 8:00-4:00 with field trips or college tours on Fridays. There have been major changes to the Technology Committee's structure and meeting times. There is now a Tri-chair heading the committee with monthly meetings instead of bi-annual meetings. Maria Huning plans on completing her commitment to the committee though the end of the semester. However, she'd like to open it up to the rest of SSPC membership in case someone would like to represent SSPC on the committee. The next meeting is 5/2/19 from 1:30-2:30 and is open to everyone. Career Center College Spring Job Fair, April 17, 2019 from 11:00-1:30 pm in The Grove. Orbis Education will be on campus, April 22, 2019 in 3-148 from 1:00-2:00

	Student Recognition and Awards Ceremony, May 10, 2019 from 4:30-7:00. If you'd like to volunteer, contact Margie. EOPS End Of Year Celebration will be Thursday, May 9 from 4:30-6:30 in 6-101/102 April is Financial Literacy Month. Watch for workshops. The Community Market will begin in May and will need volunteers. It would also be nice to have programs and departments available to talk to community members that may come up for the market. Talk to Adolfo if you're interested.
4) Adjournment	
Future Items:	
Upcoming Meetings: SP19: 4/24, 5/8, 5/22 6/12 & 6/26	