



**Student Services Planning Council**

Meeting Date: November 5, 2019

Meeting Time: 12:30-2:00

Location: Building 13 Room 115

Present: M. Pérez, D. Joy, M. Arellano, D. Zidan, R. Miller, A. Leiva, M. Quevedo, M. Ho, G. Rhodes, S. Miranda, C. Johnson, M. Carrington, L. Barrales-Ramirez, N. Garcia, K. Kohut, M. Alforja, A. Cuevas, N. Sigona, M. Huning, K. Engel

Topic	Discussion/Outcomes
<p>I. <b>Prioritization</b></p>	<p>The proposal is to go through positions first and then if there is any time left, go through resource requests. Approved by SSPC.</p> <p>We will be using the presentation schedule rather than the google doc that was sent to the administrators since the presentation schedule caught more positions.</p> <p>Do we want to use the high, medium, low to rank/prioritize the personnel position? Approved by SSPC.</p> <p>The information from SSPC will inform the president in her decision making.</p> <p>A. Leiva asked the question as to how do we define high, medium, low? We realize each of us have different views.</p> <p>It's very difficult to prioritize positions when we don't have all the information or specific needs for each position.</p> <p>L. Barrales-Ramirez commented that she remembered in the past, SSPC didn't rank the resource requests because the administrators would have a better understanding of the requests.</p> <p>M. Huning commented last year we ranked our own resources and then they went forward to the VPSS.</p> <p>Schedule of Presentations:</p>

**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.*

A. Leiva

**SparkPoint Coordinator Position** (full-time, 2<sup>nd</sup> position for SparkPoint, same step as a Program Services Coordinator but this position does Financial Coaching)

**Office Assistant II for SparkPoint Food Pantry** (.48, flexible hours, .48 medical coverage, now the work is done by a short-term hourly)

**Dream Center Program Services Coordinator** (AB 1645 mandates a liaison for Dream Centers, although, no additional money is available, CSM has two full-time positions, has there been a conversation regarding sharing the position for Dream Center and VROC. Each of these positions have a very specific knowledge base needed)

**Program Services Coordinator for the Veterans Resource Center** (CSM and Skyline each have a PSC)

L. Barrales-Ramirez

**EOPS Counselor** (no full-time counselor at this time for EOPS, requesting .24%)

K. Kohut

**International Student Counselor** (requesting a full-time tenure track, no additional dollars needed, CSM and Skyline both have this full-time position, it's very important to have consistency with understanding compliance for immigration)

M. Pérez

**Dean of Enrollment Services and Support Programs** (there is no equity when working with the district when we don't have a Dean at the table. A coordinator can't make administrative decisions. And a Dean of Enrollment Services would help with growth in enrollment)

M. Carrington

**Financial Aid Assistant** (need a professional at the front counter instead of a student assistant, 1.0 FTE)

**Financial Aid Program Services Coordinator** (additional person in the office will help with outreach requests)

S. Sohrabi and G. Darafshi

**Transfer, Counseling, and Honors Program Services Coordinator**

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	<p>Since we've run out of time to rank during our meeting today, we'll use one of the options for ranking below.</p> <p>Option 1 – Manuel will take the positions and resource request information from Tracdat and with conversation from Max, and then take to PBC. Each area has already ranked their information in Tracdat high or low.</p> <p>Option 2 – Personnel positions will be sent to each SSPC member and then SSPC members will return ranking to Manuel tonight (Tuesday, November 5, 2019) so he has the information prior to the PBC meeting tomorrow.</p> <p>SSPC has chosen Option 2. Please send back ranking (high, medium, low) information to the VPSS by tomorrow, November 6, 2019 at 9:00 a.m.</p> <p><a href="https://canadacollege.edu/planningbudgetingcouncil/staffing.php">https://canadacollege.edu/planningbudgetingcouncil/staffing.php</a></p>
<p><b>II. Adjournment</b></p>	
<p><b>Future Items:</b></p> <p><i>Upcoming Meetings:</i>  <b>FALL 19:</b> 10/23, 11/13, 11/27, 12/11</p>	

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