

Modesto Junior College
Student Services Council
October 10, 2014
Morris Memorial, Conference Room A

Members	Representing	Present	Absent
Brenda Thames , VP of Student Services	Chair	✓	
Francisco Banuelos , Dean, of Special Programs	Dean Rep		✓
Arnold Chavez , MJC Bookstore	CSEA	✓	
Lorena Dorn , Dean, Counseling & Student Services	Dean Rep	✓	
Peggy Fikse , Director, Student Financial Services	Student Financial Services	✓	
Brian Greene , Librarian	YFA		✓
Celeste Tafolla , Student	ASMJC		✓
Geri Vargas , Recorder	Student Services	✓	
Bryan Justin Marks , Program Specialist EOP&S	CSAC		✓
Ross McKenzie , Professor Mathematics	Academic Senate	✓	
Brian Sanders , Dean, Science, Math, and Engineering	Dean Rep	✓	
VACANT , Student	ASMJC		
Kathie Ratto , Admissions & Records Technician	CSEA	✓	
Martha Robles , Dean, Enrollment Services	Dean Rep	✓	
Sam Young , Instructor	Academic Senate	✓	
Araceli Zarate , Program Specialist, Workforce Training	CSEA appointee	✓	
Michael Girardi , Instructor, Health Education	Academic Senate	✓	

I. Call to Order

Meeting was called to order 10:06 a.m.

Welcome and Introductions: Michael Girardi (Academic Senate) and Brian Sanders (Dean, Science, Math, and Engineering) are new members of the Student Services Council.

II. Action Items

a. Approval of Agenda

Agenda was approved; additional agenda items, Agenda Item VIII: Adjustment to Assessments Document entitled, "*Opening Doors to Transferable Courses – Adjustments to Assessments – 10-7-2014*" Brian Sanders

b. Approval of Minutes: Corrections were noted for 9-12-14 minutes. Will be corrected and posted to Student Services Council website.

ADDITIONAL AGENDA ITEMS ADDED:

III. SSSP Planning Update (3SP) / Student Equity

The Student Success & Equity Committee (SSEC) is meeting on Monday to review the draft. Counseling is almost finished reviewing the document as well. Council will review the document once again before presenting it to SSEC.

IV. SSSP RECOMMENDATIONS – Council discussed orientation and how it should be presented, by the eight criteria already established by bylaws.

Council agreed that a steering committee needs to be formed in order to create institutional consistency with information being given out to students in the various areas within the campus.

Araceli Zarate agreed tentatively to lead this steering committee with the addition of a co-chair. She will check her schedule to ensure she has the time to dedicate to this steering committee. Council are to send Geri Vargas names of participants for the steering committee.

Brian Sanders shared information from a conference that he had just returned from (SSSP/SE) and described what was presented at this conference.

V. Review of Student Services Council Charge –

Council reviewed charged and agreed to review and send comments and discuss at an upcoming meeting.

VI. Self-Evaluation/Effectiveness of Student Services Council

Tabled for an upcoming meeting.

VII. Standing Reports

- Dean's Cabinet: No report.
- Academic Senate: No report.
- YFA: Brian Greene will continue as representative but will not be able to attend all SSC meetings.
- College Council: No report.

VIII. [Opening Doors to Transferable Courses – Adjustments to Assessment – 10.7.14](#) (Brian Sanders) (document located on Student Services Council website)

- Dean Sanders introduced the new draft of the above entitled document. Brian shared with Council the benefits, although in planning/discussion stages, of different options students will have to prepare for the assessment(s) in math, English, ESL, FYE, and athletes.
- Some of the benefits Brian shared: provide students the tools (mentioned above) before assessment; if MJC purchases the license (ten-week access) which would diagnose their week areas of that particular area, it will allow the student to improve their skills so that they can retake the assessment and place higher in the area that they originally placed at a lower level.
- SSC will take a whole package to CC once the document defining the process.
- Having the option for a student cannot pay the fee will be visited by SSC at another meeting.
- Brian to check the price and funding of the license.
- Martha will check to see if there is an institutional rate with at *My Foundations Labs*.
- Martha stated that SSC should be mindful of Title V in terms of reassessing and compare to the regulations.

IX. Enrollment Priorities

- The groups that are eligible for priority registration is mandated by Title V and they include, DSPS, Foster Youth, Veterans, and EOPS. Level 2 priority registration is designated by the college. Level 3 is being discussed by and where this needs to be presented. Martha shared two options: Student Services Council (SSC) and the 3SP/SE committed who then reports to College Council (CC).

The following is what the Council discussed in terms of steps/guidelines:

1. Technical review by SSC.
2. Presentation
3. Discussion and recommendations by SSC to Student Services Equity Committee (SSEC).
4. Discussion and recommendations to CC.
5. Programming
6. Publication
7. Recruiting

Steps for Level 3 Form (priority registration):

1. Review by SSC.
 2. Brenda to present to SSEC.
 3. After approval, Brenda will take to CC.
- The Enrollment Management Committee needs a representative from SSC. Anyone interested is to contact Susan Kincade, Vice President of Instruction.
 - Lorena Dorn is a representative on the Instruction Council.

X. Public Comments

No public comments expressed.

XI. Announcements

Several council members announced they would not be able to make the next regularly scheduled meeting. Council agreed to review the 3SP at the 10/24/14 meeting.

XII. Adjournment

Meeting adjourned at 12:15 p.m.

Next meeting: October 24, 2014 in MM Conference Room A