

**Modesto Junior College**  
**Student Services Council**  
 November 14, 2014  
 Morris Memorial, Conference Room A

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

**I. Call to Order**

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

Quorum was not met at the beginning of the meeting.

**II. Action Items**

a. Approval of Agenda (did not meet quorum) and Minutes of 10/10/14.

**ADDITIONAL AGENDA ITEMS ADDED:**

**III. SSSP Planning Update (3SP)**

Council discussed and reviewed the proposed position, Program Specialist. Council agreed to review the job description one more time and if there are any other suggestions/recommendations, etc., Council will forward to Martha and/or Lorena. Lorena and Martha will write the addendum (if needed).

**ACTION**

Martha and Lorena will have this completed by November 18, 2014 and will email SSC in order to be presented to Cabinet on 11/24/14.

**IV. SSSP RECOMMENDATIONS (DISCUSSION) –** Council discussed the number counseling/faculty positions and how they are identified (tenure vs. non-tenure) and if they should be included in the hiring prioritization process.

Council also because there has been some confusion as to the SSC's role is and they agreed SSC is the *governance body* and looking into its role with the SSEC committee. **Enrollment Priorities** (handout from M. Robles) – Council reviewed the

document (YCCD Board Policy 5505). Guidelines will be added to the front of the document. Timelines will also be “mapped” out and included in the procedure. It will be revised and finalized after spring 2015 and completed by October 15. Corrections will be completed and forwarded to SEC who will add to their next agenda as an *informational item* to discuss and approve. It will then be presented to College Council.

Council will proceed to advocate for expenditures for SSSP funds through recommendations to College Council

SEC funding will come to SSSP as recommendations through SSC and then to College Council.

#### **V. Review of Student Services Council Charge –**

Council reviewed each responsibility line item and agreed to continue to keep as is and will report to College Council that there may be some “duplication of efforts” in regards to the roles of the SEC vs. SSC.

The vision, mission, core values, responsibilities, membership (Council recommends an SEC member) be added.

#### **ACTION**

The addition of a member to SSC will be taken to College Council.

#### **VI. Self-Evaluation/Effectiveness of Student Services Council**

Tabled for an upcoming meeting.

#### **VII. Standing Reports**

- Dean’s Cabinet: Enrollment management discussed.
- Academic Senate: No report.
- YFA: No report.
- College Council: Approved SSSP Plan. A representative from the Distance Education committee to become a member of the SEC. Discussion opened up about Bachelor degree.
- CSEA – No report.

#### **VIII. Agenda Items to be added for next meeting:**

- a. New student ID card (Martha & Geri to follow-up)
- b. Arnold to report back regarding new position being proposed (CSEA).
- c. Framework for Modification of Assessment (B. Sanders)
- d. Finalizing YCCD Board Policy 5505 and sending forward to College Council.

#### **IX. Public Comments**

No public comments expressed.

X. **Announcements**

XI. **Adjournment** - Meeting adjourned at 12:00 p.m.

**Next meeting: December 12, 2014 in Student Services Bldg., Room 203**