



Student Services Planning Council

Meeting Date: Sept. 12, 2018

Meeting Time: 2PM – 4PM

Location: Building 2 Room 10

Present:

Topic- Action(A)/ Discussion (D)/ Information(I)/- Presenter	Discussion/Outcomes
1) Approval of Minutes (A) – Char Perlas & Ruth Miller April 25, 2018	
2) Business I. President’s Update (I) – Jamillah Moore (10-15 min.) II. Operational Update (I) – Dayo Diggs (5-7 min) III. SSPC Membership (I/A) – Char Perlas & Ruth Miller IV. Program Review Recap/Planning (I/D) – Char Perlas, Ruth Miller & Karen Engel V. Hiring Prioritization Calendar (I/D) – Char Perlas & Ruth Miller VI. ISER (Institutional Self-Evaluation Report (I/D) – Karen Engel VII. Guided Pathways Update (I/D) – Karen Engel & Margie Carrington	
3) Other/Department Reports	
4) Adjournment	
<i>Upcoming Meetings:</i> FA18: 9/26, 10/10 (canceled/Flex), 10/24, 11/14, 11/28 & 12/12 SP19: 1/23, 2/13, 2/27, 3/13, 3/27, 4/10, 4/24, 5/8, 5/22 6/12 & 6/26	

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.



**Timeline for Identifying New Positions
Fall 2018**

(Approved 4/18/2018, Planning and Budgeting Council)

<u>Process/Steps</u>	<u>Dates</u>	<u>Responsible Group</u>
Establish timeline and process for 2018-19	Spring 2018	PBC
STEP 1: Submit Proposals Authors submit written proposals to Deans/supervising administrator. Deans submit final proposals to VPI/VPSS, then they are posted to the PBC website.	Due by October 12	Faculty and Classified Staff, Administrators
STEP 2: Submit Presentations Authors submit PowerPoint presentations to the Offices of VPI/VPSS to be posted on PBC website.	Due by October 26	Faculty and Classified Staff, Administrators
STEP 3: Presentations and Discussions Presentation and group discussion of <u>Strengths and Weaknesses for each position proposal</u> . Three sessions scheduled to accommodate number of position proposals.	October 30 October 31 November 1 2:10-4 pm	All College Community encouraged to attend (location to be confirmed)
STEP 4: Academic Senate Analysis of Faculty Positions Academic Senate reviews faculty positions and makes recommendation to College President.	November 8 (Regular meeting)	Academic Senate
STEP 5: Review/Approve Process Integrity PBC evaluates and makes decision on integrity of process. Submits <u>Summary of Strengths and Weaknesses for Position Proposals</u> (see STEP 3) to College President.	November 7 or 21 (Regular meeting)	PBC
STEP 6: College President Decision College President announces decision on new positions after consultation with College Cabinet	by December 17 (final day of fall semester)	College President
STEP 7: Advertising/Screening Process Appoint hiring committees.	by January 31, 2019	Academic Senate and CSEA