NOTES OF 9/25/07

ATTENDANCE

<table>
<thead>
<tr>
<th>Name</th>
<th>Pres.</th>
<th>Abs.</th>
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<tbody>
<tr>
<td>Ernie Smith</td>
<td></td>
<td>X Vice President, Student Services</td>
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<tr>
<td>Susan Horton-Folmer</td>
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<tr>
<td>Len Schreibstein</td>
<td>X</td>
<td>Director, DESP</td>
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<tr>
<td>Angelica Buendia-Bangle</td>
<td>X</td>
<td>Academic Senate</td>
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<td>Martin Jue</td>
<td>X</td>
<td>Coordinator, Tutorial Services</td>
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<tr>
<td>Linda Gibson</td>
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<td>Dean of Matriculation/Counseling</td>
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<td>Maritza Cantarero</td>
<td>X</td>
<td>Director, Financial Aid</td>
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<td>Joe McDevitt</td>
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<td>Outreach</td>
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<tr>
<td>Paula Pritchett</td>
<td>X</td>
<td>Director, Admissions and Records</td>
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<tr>
<td>Becky Perelli</td>
<td>X</td>
<td>Director, Health Services</td>
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<td>George Magelles</td>
<td>X</td>
<td>Classified Senate Representative</td>
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<td>Michael Byers</td>
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<td>Career Programs</td>
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<tr>
<td>Melissa Salcido</td>
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<td>Co Chair Counseling</td>
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<tr>
<td>Irene Serna</td>
<td>X</td>
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<tr>
<td>Carol Pavan</td>
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<td>Counseling Department Co-Chair</td>
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<td>LeAnn McGinley</td>
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<td>Michelle Donohue</td>
<td>X</td>
<td>Assessment</td>
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<td>Ginny Aragon</td>
<td>X</td>
<td>Campus Center Director</td>
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<tr>
<td>Tom Golbetz</td>
<td>X</td>
<td>Dean, Student Support Services</td>
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<tr>
<td>Chris Oakes</td>
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<td>Division Chair</td>
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Linda Gibson ran the meeting in Dr. Smith’s absence.

President’s Cabinet Update

We had a recent visit of students from Singapore. They selected West Valley as a choice to visit.

Division and Department Chair Training is being prepared for.
There is a Powwow this Saturday.

We are participating in a Chancellors search.

The Early Alert program is starting this week.

**DCC Update**

The DCC’s are refining procedures for faculty hiring.

There are two positions that will be hired for classified.

There will probably be 3-4 Faculty positions.

These will go to a committee to determine. This is only for Fund 100 positions.

They are working on out-dated curriculum. Most of our curriculum is 20 years old or older. We are working on a plan phasing in deletion of unused courses. And in Phase II will revamp classes and prerequisites.

Program review is tied into extra funding in the Spring, so it is imperative that funding needs to be prepared in program review.

R18 in Datatel will be installed on the weekend of October, 12, 13, 14, 15, 16.

**Battered Women, Sunnyvale**

Laura Loriman brought people to meet the Council from the Battered Women, Sunnyvale Center. Denis Henderson, the Clinical Therapist spoke on their services:

- 24 hour hotline
- Legal Advocacy
- Therapy
- La Familia program
- Teen program
- Safe house
- Victim advocacy project.

They wanted to establish a relationship with West Valley to refer students to them.

**High School Counselor Conference**

Date has been changed to Wednesday November 7. There will be a committee meeting from 2:30p-3:30p in Room 7 in Counseling. The conference will be from 8:00a-1:00p.

**Other**

The Research Analyst position is going to interview in October.

There is a basic skills initiative training this Friday in San Mateo.

Next meeting will be October 9, 2007 from 12:30p-2:00p in the Club Room.
**VP Update**

Dr. Smith reminded the Council to send in their personal goals and area goals to their dean.

As to Mission Statements, all areas should be working on theirs and sending them to their dean.

**High School Counselor Conference**

The date for the annual high school counselor conference has been changed to November 7, 2007.

Volunteers are needed to help the committee headed up by Melissa Salcido and Joe McDevitt.

Irene Serna, Angelica Bangle, Chauncy Edmunds and the counselors have volunteered to help.

**Career Day w/Amy Baumgardner**

The date was changed because there is a Career Day scheduled as reported by Michael Byers. They have several employers coming for this Career Day and need the support of many volunteers. Irene volunteered 2 students from EOPs and one faculty Joe volunteered a student ambassador, and Martin Jue volunteered.

**Crisis Intervention Team**

Becky announced that the Health Center is very excited to have Barry Goldman-Hall as consultant and he will take over the Crisis Intervention Team.

Becky also announced congratulations to George Magellis for achieving his Masters degree.

George and Helen Pivk are doing some personal counseling in the health center.

Becky announced NCHA a survey for students that has been sent out and gave the results of that survey.

There are some monies coming down for some health services. Will be groups with Helen and George that have specific needs, i.e. divorce/relationships, substance abuse, smoking cessation and success groups, i.e. social groups. The crisis intervention team meets again on Wednesday, September 12 from 11:00a to 12:00p.

**Revisiting Disaster Planning and Emergence Response**
Kim Aufhauser visited the SSC to discuss Emergency Preparation Month. Kim announced that DBAC has agreed to provide money for basic food and water. We need a communication infrastructure, need flip charts updated but what is needed most that all employees show that they care/ and are getting involved. We hope to be in better shape by January.

We need a sense of awareness and a response ability.

Staff needs to make a plan for disaster with their staff and their families. Maybe it would be a good idea to sell disaster kits for faculty and staff.

Phones for disaster reporting have been installed in all classrooms. An instruction sheet will be sent out on how to use the phones.

It was asked if we could get emergency phones in our service areas and Kim said he would check into that.

Kim informed us that ICS Sims training is mandated and will be planned in the future.

**Middle College**

There are 80 students in the middle college program and consists of Los Gatos High and Campbell High. Josh Hancock and Annie Blank are the high school administrators.

**DESP**

Classes are full  
Working on Basic Skills and the initiative.  
Having new calendars.

**FA**

Working on doing something for Constitution Day, are required by the Federal Government to do something.

FA Website is up as of September 17, 2007.

**Book Loans**

Quite a few book loans were given out due to lower $ requests and more granted.

**Academic Senate**

The Science and Math building remodel is on schedule. Some of the new labs, the pool will be completed by Spring.

Update on HBA could cost us a maximum of 8.8 million dollars and a minimum of 5.5 million dollars. Faculty has been asked to certify and fill out forms for this certification which could potentially reduce our max and min to 10 and 5.7.

There is an Academic Senate Meeting Tuesday, September 18 at 2:05 in the Board Room.
**Health Services**

Working on their new system it is in process of setting it up and training. This week is Nutrition Week and National Suicide Week is coming soon TBA.

**Tutorial**

There are lots of new tutors so send students.

**EOPs**

New part-time counselor – Malinda Tran hired for backfilling for Pablo Ortega. Alicia Cardenas is backfilling 18 hours for Pablo as well. Chauncy Edmunds is backfilling for Alicia Cardenas as EOPs outreach.

**ET**

Susan thanked everyone for Welcome Week activities. It helped outreach Susan predicts there are more adult returning students.

Held a 2 day success workshop
And a 3 hour time mgmt, study skills and registration help.

**FA**

Will be a first week check distribution to students
Are encouraging more students to apply for FA.

**Other**

Faculty need to print out faculty census roster and send it to A&R. Friday September 14 is last day to drop without a W. Carol announced that new counselors need more training. We are filling Nancy Vargas’ and Pablo Ortega’s positions. Counseling classes are full. We need subcommittees to work on Mission Statements. All the activities we participated in were beneficial to students. We are working on something for parents to happen before school starts.

Ernie is lobbying for an extra half hour meeting. The notice will go out to all SSC and a vote taken.

Next meeting on 9/25/07 in the Club Room.