The minutes of October 14, 2008 were approved and seconded (Pavan, Perelli)

Dr. Smith took a minute to introduce Rob Mieso, his ACCA mentee, who works at DeAnza College visiting our shared governance committees.

Dr. Smith changed the agenda to put the Re-Design of the SSC until another meeting so it can be the sole discussion for that meeting. He added Reg Push to Other on the agenda.
**Review Team Review**

We held a general discussion about what happened when SSC met with the CCBT.

Group wanted to know where we go from here
Felt we were going to definitely have to do more service with less resources
Felt the group focused on retention (The cheapest student is our continuing student).
Felt we need to act and react before the report from CCBT comes out.
Felt we must be prepared to dial down or dial up.
We should push for retention to be a college-wide goal, share retention college-wide.
We should invite Vice President of Instruction to take part in our goals, have instructors call students.
Some kind of kudos for those faculty who cooperate in Early Alert, offer a faculty/student retention award.
Train faculty in retention success; teaching methods on a voluntary basis; could be paid for by Matriculation funds. The training could cover teaching training, quality of teaching, changing teaching styles and customer service training. Offer incentives, credit, pay, etc. The Vice President of Instruction has a list of Dept/Division trainings and teacher academies.
We need to get data out to community regarding student retention, student success, student success in online classes. Needs to involve instruction as well.

Dr. Smith said he feels we need to take the Enrollment Management plan forward making it work for West Valley College at least.

It was decided that we need more time to discuss what we want to do in a proactive way before the “report” comes out so it was decided to join in the special meeting on November 4, 2008 to finish the above discussion.

**Non-Smoking Policy**

Becky and George gave us an update on the status of the College policy on non-smoking.

As you may know the policy was adopted by the BOT in July, 2008 making our campus smoke free inside the Campus Way Circle and 25 feet from any pathway or building.

There is a bookmark coming out outlining the policy and help to quit. There will be ashtrays and signs put in the parking lots to say to smoking past this point and to put out butts.

Nick Bedel has a petition out for student signatures to allow smoking on campus in designated areas. He will let us know in a few weeks how that is going.

**Library Rep**

Celine Pinet has asked Dr. Smith to have a representative on the SSC from Library Services. The council asked what the purpose of this representative would be; would it be student issues or what? Dr. Smith will follow up with Celine to bring it back to the Council.

**Other**
Registration Push

We are looking at pushing more students to get registration during their priority during the 2nd two weeks of November. She is encouraging all staff, faculty and students to help with this push. There will be a flyer out soon because the schedule will be on web and out by November 10 and maybe sooner.

A Multi-Cultural Gathering presenting BOS

Chris Oakes from the bookstore wanted the Council to know of this event on Thursday, October 30th at the Wyndham Hotel in San Jose to meet different members of Chambers of Commerce. She mentioned that it is a good connection to have to help us and encourage enrollment to our college.

The next meeting of the Student Services Council is a Special Meeting on November 4, 2008 at 12:30 in the Club Room (Michelle is checking on the availability of the Club Room)