Hindes/Aragon: Pleased to announce the selection of the Director of Admissions and Records. Asked Ginny Aragon to elaborate on the hiring process to SSC. The committee was comprised of Celine Pinet, Angelica Bangle, Patti Yukawa, Diane Brien, Jeremy Sias, Danny Hsu, and Ginny Aragon. The person’s name will be on the Board agenda tonight therefore the job had to be offered and accepted by November 29th. Pending Board approval the person selected is Herlisa Hamp, she is from Foothill College. Her start date will be January 10th, 2011. The Director will be part of SSC.

VPSS- Victoria Hindes: Student Discipline
Legal Council has approved the implementation of the new Student Discipline Procedures. It will go into effect once the constituent groups have been notified. In January the consent item will be given to SSC for approval.

Dean of A&R- Ginny Aragon : When a Student Dies
- Passed out a handout of procedures of what to do when a student dies to SSC.
- SSC was directed to review and send suggestions/corrections to Ginny.
- Becky felt that this was a great information item and its revision will be ongoing as new events arise.
- Intent is to create a clear-cut procedure to follow and this is an informational item for now and once the revisions have been made SSC will move to implement in the New Year.

Dean of A&R- Ginny Aragon: Catalog and Things to Remember
- All corrections in the Student Services portion need to be given to Joe by Jan. 24th.
- SSC was given copies of the Student Services section of the catalog for review and corrections.
- Elise suggested that TRiO needed to be added into the Catalog.
- The revision committee comprises of Sara, Joe, Victoria, Ginny, Angelica and sometimes LeAnn.
- Must comply with Accreditation committee and auditors
- Suggestions were made regarding creating consistency in the description and to have everything written in 3rd person objective.
- All items involving General Education should be sent to LeAnn McGinley, she will forward to Joe.
- HEOA compliance portion will be reviewed by Becky and she will send to Joe.

Mini Workshop by Gretchen Ehlers RE: First Year Experience
- Gave a handout to SSC with statistical data on the program and explained the basics on the program

REPORTS

College Council- Jean Finch
- Budget updates from Ed Maduli
- Approved Emeriti status updated and approved for Dave Fishbaugh
- College Council added a member from the student equity membership
- Dave Fishbaugh and Heidi Diamond presented the accreditation report
- Brenda Rogers requested that interested parties to join the implementation of sustainability committee
- Michael Renzi reviewed and explained the zero budget plan

Campus Center- Michelle Donohue Mendoza
- Requested to postpone her findings on the Student Life Survey. This will be a mini presentation to SSC in spring.

Academic Senate- Carol Pavan
- Equity representative to Academic Senate has been elected, they elected a student, Justin Carter.
- District Academic senate is being reinvigorated and today they are elected 5 members from West Valley and there will be 5 from Mission. They will meet to discuss district level items.
- SLOs are due and there has been extensive discussions regarding it. Self-study is due in 2013 and a visit in 2014

DCC- Carol Pavan
-Recreational classes in PE had to be cut due to the requirements from the State Chancellor’s Office.
-Feedback from SS to ask for more sections in popular courses.
-PGC is looking at English sections availability
-They will have a discussion re: What happens when someone unexpectedly retires or quits?

ASO- Carolyn Messina
- Successful companion event, the budget was $120.
- Run to Nowhere was a success.
- During finals week, Dec. 13 & 14, final exam survival kits will be handed out.

Bookstore- Steven Higginbottam
- Offering 50% for books that were readopted buy faculty till end of the week.

EOPS- Irene Serna
- PAL peer assistance academy being developed for students. This is only open for EOPS students.

CalWorks- Marta Mora-Evans
- Calworks office is open all year long. Students are required to sign-up for workshops. During January there will be three different workshops offered. During the 1st week of Jan a credit union was invited to do a workshop for students; on 2nd, week parenting; and 3rd week, personal growth. Only Calworks students may attend these workshops.

Curriculum- LeAnn McGinely
- Mission college submitted 24 new courses and all were rejected by State Articulation. The courses must fulfill a specific need. There are more course revision being submitted instead of trying to create new courses.
- 12 to 15 courses are being submitted for GE approval to CSU/UC.

Campus- Michelle Donohue-Mendoza
- Super Hero themed welcome events for the 1st week of Spring semester.
- Starting next week there will be a naming event for the new campus center.

DESP- Cheryl Miller
- Sees Candy fundraiser saw a $1100 profit.
- Finished priority registration and they are back to making regular appointments.
- According to SARS report, there is a 15% increase in students since last semester.
- Leticia Dorsey, a student, has used up all of her FA eligibility as well as work study benefits. A donor provided a scholarship designated for a transfer student who is a single parent. Also, Becky from Health Services will be able to have her work in her office.
Counseling - Sara Patterson

-Part-time pool for Mission and West Valley selected 6 candidates. The selection was sent to the Board for approval. Char, Carol, and Sara will create shadowing appointments for the part-time pool, the two schools will be doing these separately.