## WEST VALLEY COLLEGE
### STUDENT SERVICES COUNCIL
#### March 18, 2014 Notes

<table>
<thead>
<tr>
<th>Name</th>
<th>Present/Absent</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barbara Ogilvie</td>
<td>Present</td>
<td>Supervisor, A&amp;R</td>
</tr>
<tr>
<td>Berni Walker</td>
<td>Present</td>
<td>Coordinator, Veterans Support</td>
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<tr>
<td>Carol Pavan</td>
<td>Present</td>
<td>Stu. Serv. Division Chair, Academic Senate</td>
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<tr>
<td>Cheryl Miller</td>
<td>Present</td>
<td>Director, DESP</td>
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<tr>
<td>Elise Johnson</td>
<td>Present</td>
<td>Director, TRiO</td>
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<tr>
<td>Freba Cognetta</td>
<td>Absent</td>
<td>Articulation Officer</td>
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<tr>
<td>Gretchen Ehlers</td>
<td>Present</td>
<td>Coordinator, First Year Experience</td>
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<tr>
<td>Herlisa Hamp</td>
<td>Present</td>
<td>Director, Admissions &amp; Records</td>
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<tr>
<td>Inge Bond</td>
<td>Present</td>
<td>Research Analyst</td>
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<tr>
<td>Irene Serna</td>
<td>Present</td>
<td>Director, EOPs</td>
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<tr>
<td>Jean Finch</td>
<td>Present</td>
<td>College Council Representative</td>
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<tr>
<td>Joe McDevitt</td>
<td>Absent</td>
<td>Director, Outreach</td>
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<tr>
<td>LeAnn McGinley</td>
<td>Present</td>
<td>Assessment/Curriculum</td>
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<tr>
<td>Maria Lopez</td>
<td>Absent</td>
<td>Classified Senate Representative</td>
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<tr>
<td>Maritza Cantarero</td>
<td>Present</td>
<td>Director, Financial Aid</td>
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<tr>
<td>Marta Mora-Evans</td>
<td>Present</td>
<td>CalWorks</td>
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<tr>
<td>Michelle Donohue-Mendoza</td>
<td>Present</td>
<td>Director, Student Development</td>
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<tr>
<td>Sara Patterson</td>
<td>Present</td>
<td>ASO Representative</td>
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<tr>
<td>Sharon Heimbaugh</td>
<td>Present</td>
<td>Director, Health Services</td>
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<tr>
<td>Susan Wolfe</td>
<td>Present</td>
<td>Barnes and Noble Representative</td>
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<tr>
<td>Victoria Hindes</td>
<td>Present</td>
<td>Vice President, Student Services</td>
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<tr>
<td>Wanda Wong</td>
<td>Present</td>
<td>Department Chair, Counseling</td>
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<tr>
<td>Whitney Clay</td>
<td>Present</td>
<td>Coordinator, Student Success</td>
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<tr>
<td>George Mageles</td>
<td>Present</td>
<td>Guest</td>
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<tr>
<td>Greg Peterson</td>
<td>Present</td>
<td>Guest, ACCJC</td>
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I. Approval of February 18, 2014 Minutes – All
   - Minutes were approved with corrections, Jean Finch (M), LeAnn McGinley (S), All

II. Welcome Accreditation Visiting Team – All
   - Members of SSC introduced themselves to the accreditation visiting team member, Dr. Greg Peterson.

III. New Student Convocation, Update on Planning – V. Hindes & NSC Committee
   - Will implement a new format to the program this year. Will eliminate the keynote speaker and have a panel. The panel will consist of students, faculty, staff, and district police.
   - There will be a moderator for the panel, may request Brad Weisberg to fill this role.
   - The Convocation has been moved up one week, it will be held on Friday, August 8th instead of holding it the Friday before Flex Day. The purpose is to draw more new students to enroll.
Will be infusing course strategies into the program
They will also be oriented regarding Campus Alert

IV. Non-Instructional SLO Representative Appointment – M. Donohue-Mendoza
- Need to select a new SLO representative for this body.
- The committee meets on the 2nd and 4th Tuesday of each month from 2:30 – 4:00pm.
- Duties include providing quarterly updates to SSC
- If anyone has questions about the position please contact Michelle either by phone or email.
- Please share the call-out to the constituent groups, anyone who is interested in serving should let Michelle or Victoria know.
- Will agendize this as an action item for the next meeting to elect the new non-instructional SLO representative.

V. Bullying Policy and Procedures – V. Hindes and M. Donohue-Mendoza
- Have been reviewing Bullying policies from other campuses, West Valley does not currently have a bullying policy.
- Most schools added bullying as part of their discrimination policy.
- Will create an AP on bullying for both campus employees as well as students.
- The draft will be emailed to SSC members for review. Do not have information to share-out at this meeting and the discussion will be tabled till the next meeting.

VI. Draft Crosswalk: SSSP and Student Equity Discussion – V. Hindes
- The Crosswalk is intended to meld the Student Success and Student Equity with instructional prompts.
- At this time the college would like Student Services to spearhead the gatekeeping of the Crosswalk.
- The SSC members reviewed some of the prompts. This document is supposed to connect the two plans.
- Funding will come from benchmarking as per the research perspective.
- There will still be a Student Success Plan and an Equity Plan. The Crosswalk is designed to be the meld.
- Members of SSC felt it was important to emphasize that the responsibility of implementing the Crosswalk had to be shared equally between Student Services and Instruction. Full commitment from instruction is need to bridge the achievement gap.
- Will need to measure disproportionate impact and since we have implemented a new placement module it will take at least two semesters to get enough data.
- Victoria and Whitney will present to Academic Senate.

VII. Tabled Items from Agenda
- New Student Services Building
- Standing Reports
- Program Updates