I. SLO Representative – McDevitt
   ❖ Sent the request out to all student services but did not receive a response back.
   ❖ Will send out another call for volunteers.
   ❖ Will make aware that this may be a short commitment since it is in the Dean of Student Services’ job description.

II. Student Equity and Diversity Director on SSC – McDevitt & Pavan
   ❖ This item was tabled because the group did not have quorum.

III. Emergency Phone Tree – Update
   ❖ Item tabled till next meeting.

IV. Update on Personnel
   a. DESP – Miller
      ❖ Creating a new position, a program tech, more than likely a range 57. The range will be determined by HR based on the job description. They will provide accommodations support and other clerical duties. This will be a full time position.
      ❖ Colleen Butterfield is retiring at the end of the semester and this position will need to be refilled.
   b. Counseling – McDevitt & Pavan
      ❖ Jeremy Sias will be transferring to IS, now the assessment position will need to be refilled.
      ❖ Currently, working on the job description for the counseling tech position.
      ❖ Susie is out on medical leave.
   c. Financial Aid – Cantarero
v. Completed finalist interviews for the Financial Aid/Admissions advisor position.
d. EOPS – Pavan
   v. Currently, there’s a full-time interim counselor for fall semester.
   v. On schedule to hire a new counselor in spring.
   v. The group advised that it would be prudent to present this position to DCC for transparency and to receive proper support from the college community.
e. Student Development – McDevitt & Walker
   v. Director position posted for internal/external applicants.
   v. Members wanted to know if there was any update to the replacement of the college researcher. As of today no one had any updates.

V. Academic Standing
   v. The Early Alert position should be stipend with the support of the Dean of Instructions
   v. Further discussion tabled until next meeting.

VI. Standing Report
a. Academic Senate
   v. Eric Pape was directed to go to the Board Meeting to protest the appointment of Albert Moore as the new Director of Human Resources.
   v. The Chancellor has the right to appoint a person into a position without going through the proper hiring process.
   v. Mel Vaughn will be given .3 reassigned time to be the SLO coordinator and head the Program Review Committee.
b. College Council
   v. Did not report due to absence.
c. Student Senate
   v. Yalem is the coordinator and will be assigning students to campus committees.
d. Student Success Committee
   v. First draft of basic skills plan completed.
   v. Work group will be looking at Lynda.com to compile a list of recommendations for faculty.

VII. Program Update
   v. Student Activities – Student Services Day is tomorrow, planning Veteran’s Family Day, Constitution Day is tomorrow.
   v. Marketing – Mike Burke selected to be part of the group. This Friday will be promoting various programs at Prospect High School. Paul Stark will be a featured presenter.

VIII. Various updates – Pavan
   v. Student Services Building is scheduled to break ground on spring 2016
   v. Flu vaccines available, $25 for staff.