

ACADEMIC SUPPORT SERVICES AND PLANNING COMMITTEE MEETING MINUTES

February 27, 2018

12:00 PM – 1:00 PM

Advancement Conference Room, AAC

MEMBERS: Beth Boynton, Craig Kuehn, Juan Ramirez, Munish Sharma, Steven Standley, Jacqueline Truong

SECRETARY: Alyssa Rodriguez

Topic	Proposed Discussion	Notes	Commendation
1. Call to Order	Meeting was called to order at 12:00pm		
Minutes – January 23, 2018		Dr. Standley motioned to approve the minutes as written, Dr. Truong seconded, all were in favor.	
WSCUC	<p>The WASC mock visit is taking place. Drs. Truong and Standley met with the WSCUC Mock Representative. Dr. Truong has some notes regarding that meeting. The representative started off asking how the committee defines student success and the relevance of the committees role in students success. They had stated that we were optimizing faculty performance with the assumption that by doing so enhances the students experience. The representative mentioned that the ORG chart gives a sense of roles but it does not explain the function or what the committee does, understands the support services part of the committee but not the planning part of the committee. There seemed to be ambiguity from the report on how the administration work flows with the senate committees, it was not quite clear how support services report to administrators and then what is our role in the whole picture.</p> <p>WSCUC will be here March 27, 28, and 29 and they will be meeting with this committee.</p>		
Goals, Objectives, and Priorities	<p>The committee brainstormed Goals and Objectives charged to the committee and came up with the following;</p> <p>GOALS</p> <ul style="list-style-type: none"> <i>o Advocate and improve flow of information between the faculty and support services.</i> <i>o Seamless integration of support services to facilitate faculty in deliverance of roles and responsibilities.</i> <i>o To review and facilitate development and implementation of policies and procedures required to support quality curricular delivery.</i> 		

	<p>OBJECTIVES</p> <ul style="list-style-type: none"> <i>o Represent the Faculty on behalf of the Senate</i> <i>o Meet with service heads annually to receive their reports and give feedback and attend Operations Council</i> <i>o To actively solicit suggestions/comments and feedback for support services.</i> 		
Research	Will invite a representative from the Research Committee to attend the next meeting in April.	Dr. Deoghare will be attending the April 24 meeting.	
Next Meeting	March meeting was canceled, WSCUC will be here. April 24, 2018		
Adjournment	The meeting was adjourned at 12:56pm		