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Governance » Student Services Planning & Budget » Notes » Meeting Notes - June 20, 2012

*Mission Statement – De Anza College provides an academically rich, multicultural learning environment that challenges students of every background to develop their intellect, character and abilities; to realize their goals; and to be socially responsible leaders in their communities, the nation and the world. De Anza College fulfills its mission by engaging student in creative work that demonstrates the knowledge, skills and attitudes contained within the college's Institutional Core Competencies: Communication and expression, Information literacy, Physical/mental wellness and personal responsibility Global, cultural, social and environmental awareness, Critical thinking*  
 Adopted Spring 2010

## Meeting Notes - June 20, 2012

**Attending – Booye, Caballero Cordero, Chung, Cole, Cook, Glapion, Haynes, Kirkpatrick, LeBleu-Burns, Leonard, Mieso, Moberg, Moreno, Thai**  
**Guests – Lee, Sarina**

### Review Agenda and Notes

**Additions to the agenda - Review of the SS Viability and Discontinuance Process and Review of APRU timeline.**

**Budget Reductions - Cook congratulated the SSPBT members on their collaboration and hard work on the development of the SS Budget Reduction Proposal, Measure C list (Booye/Chung), developing a format that can be used for future requests, Glapion for his work as the co-chair of the SSPBT, Haynes work on SLOs and Discontinuance Model.**

**Update from BROC (Budget (Re) Balancing Options Clearinghouse - A number of people have provided suggestions to Cook which she shared with BROC. Additional ideas are welcome. There will be a Budget Town Hall Meeting on 6/2 to brainstorm ideas to generate money. Everyone is invited to attend the College Council Mtg. 6/28 for the discussion budget reduction proposals submitted by the PBTs.**

**There was a recommendation that a Jt PBT Mtg. be scheduled every quarter and the dates posted on the calendar in the fall.**

**Classified Suggestion Items - Updated document will be sent to Cook/Glapion for review and then to the SSPBT as soon as possible.**

**Confirmation/Status of Classified Committee Appointments – postponed**

**SSPBT reviewed and approved the most recent update of the SS Viability and Discontinuance Process and the timeline for the APRUs which has been moved to the end of the 2012 fall quarter.**

### Updates

**Measure C Update – Jeanpierre is developing a process for placing orders, especially for first time purchases of computers and software.**

**“B” Augmentation balance for SS is \$20,000. Everyone is encouraged to request funding for conferences as early as possible in the fall.**

**Counseling – Thanks to Moreno, Truong and others in Counseling that took a leadership role in meeting and developing different ways to provide services this summer. An orientation workshop will be held to review the change**

**DASB – Working on revising the student handbook. There was a suggestion to post the handbook online.**

**ISP – Fifty new students have enrolled for summer, some students coming early for the fall quarter.**

**Veterans - Several counselors recently attended a Veterans Conference and have gained a better understanding of what veterans are dealing with emotionally and physically.**

**Discuss Potential Proposals for Assessment Cycle Projects – Suggestion that SS areas brainstorm ideas and combine requests, application deadline is October 30. Ideas for funding requests – focus groups with students - are we achieving the SLOs commitments, which would help with assessment and SLOs. Follow up focus groups with forums, i.e. DSS - Are students getting transfer information, survey data from Degree Works, then follow up with focus groups. Suggestion - an ad hoc committee compile a list prior to the October 30 deadline (LeBleu-Burns, Glapion, Haynes,**

**Chung, Caballero de Cordero).**

**Meeting Summary - This is the last meeting of the academic year. Updates during the summer will be sent to SSPBT members electronically.**

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