

Student Services Planning and Budget Meeting Notes
 Wednesday, October 18, 2006
 Student & Community Services Bldg. Conf. Rm 2:00 – 3:00 p.m.

Attending: Chamkasem, Cole, Griffin, Hunter, Irvin, Kawazoe, Moberg, Patlan, Rashall, Sellitti, Winters

Item	Discussion/Comments	Outcome
Introduction	Griffin introduced Marisa Spatafore, the Director of Marketing.	
Added PR versus Cascade Process	<p>Griffin shared that the PR updates and cascade process are two different processes and explained the cascade process. Griffin reviewed draft documents for updating program reviews and asked for input. He suggested that we wait until information from the cascade process is available (by 12/1) before proceeding with updates of the PRs.</p> <p>Griffin asked the group to review the Strategic Planning Process TT's for parallels with the PR documents and provide him with input prior to the meeting on 10/25. The link will be sent to the group.</p> <p>Griffin will ask LaManque to meet with SSPBT to help develop ways to measure/qualify/benchmark our contribution to enrollment and retention.</p>	
Requests for new faculty & non-faculty	<p>SSPBT reminded to submit their requests for positions for prioritization at the 10/25 SSPBT Mtg. which will be submitted to the College Council on 10/26. Griffin will send list of positions being considered by senior staff. Griffin and Irvin are looking at Matriculation dollars to fund appropriate positions i.e. Assessment Supervisor, rather than submit to the College Council as a request.</p>	
Review requests for EFB		
Instructional Equipment Request Prioritization	<p>The list of requests will be finalized at the SSPBT meeting on 10/25.</p>	
	C: Hawk, Miner, Murphy	