

**Berkeley City College  
Student Services Council Meeting Minutes  
Tuesday, September 16, 2014**

Present: Brenda Johnson/Dean, Loretta Newsom/ A&R, Loan Nguyen/ Financial Aid, Fatima Shah/EOPS, Jasmine Martinez / Student Services, Mostafa Ghous/ Student Life, Windy Franklin/DSPS, Roberto Gonzalez/DSPS Susan Truong/Counseling, Ramona Butler/TRIO, Jennifer Lenahan/Veterans, and Paula Coil/Career-Transfer Center.

Chair: Dr. May Chen/VPSS

Agenda Item	Discussion	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
Meeting Called to Order	3:00 PM		
<b>I. Agenda Review</b>	Agenda: Approved	Resolved	Resolved
<b>II. Review and Approve meeting minutes from 6/17, 7/29 &amp; 9/2</b>	<p>Minutes: approved with minor corrections</p> <p>Revisiting topics to follow-up on from the previous meetings minutes:</p> <p>October 7<sup>th</sup> will be our Post Registration Enhancement Meeting.</p> <p>Dr. Chen asked Roberto to appoint a non-student services staff to attend the Council meeting. Mostafa has also been asked to find an ASBCC Representative.</p> <p>For those departments without a supply budget please let Jasmine know your supply needs. The supply budget centralized in the VPSS budget.</p> <p>From the PASS Funding there were some funds already allocated this month for DSPS.</p>	Resolved	Resolved
<b>III. SSSP Plan</b>	Dr. Chen sent out the SSSP Plan for staff to review. We are currently working on the SSSP Carryover and loading the entire allocation from the State as well. The State has given a very prescribed budget plan. The definitions are very rigid on what is allowed.	Resolved	Resolved
<b>IV. SLO Update Status-Success Stories Shared</b>	Staff shared some success stories.	Resolved	Resolved

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<b>V. APU Status (review latest copy)</b>	Send your final version to Brenda from the 2013-14 along with any success stories you may have. This years APU is also due this year. The stories get embedded the executive summary.	Resolved	Resolved
<b>VI. Area Reports</b>	<p><b>A&amp;R/Loretta Newsom:</b> The office copier has been jamming and not functioning.</p> <p><b>TRIO/Ramona Butler:</b> Still waiting on budget set-up. Had 1<sup>st</sup> workshop today.</p> <p><b>Veterans/Jennifer Lenahan:</b> The VA Club has their 1<sup>st</sup> club meeting at South Campus. The furniture was reallocated but will get replaced.</p> <p><b>Financial Aid/Loan Nguyen:</b> The system is not functioning properly still. Hoping that the district will get this fixed. Just recently had the Student Loan training; so can now begin packaging those student loans.</p> <p><b>DSP&amp;S/Windy Franklin:</b> Were able to address the concern with South Campus being ADA Compliant. Did this with Carlos.</p> <p><b>Campus Life/Mostafa Ghous:</b> Same concern for the ADA Compliance issue at South Campus from the students. The Counselor Breakfast will be set-up soon. The pay rate for the Safety Aides have been reduced to \$10.47 vs. the \$11.50 increase from 7/1/14; just recently found this out.</p> <p><b>Counseling/Susan Truong:</b> The hiring committee is getting closer to hiring for the Staff Assistant positon in Counseling.</p> <p><b>EOPS/Fatima Shah:</b> Great to have a FT Counselor in EOPS. Progress reports will be sent to faculty very soon. They have received requests for longer computer hours but so far cannot accommodate.</p> <p><b>TCIC/Paula Coil:</b> Transfer Day coming October 6<sup>th</sup>. TAG is happening this month.</p>	Resolved	Resolved
<b>VII. Adjournment</b>	3:37pm		
Next Meeting	Tuesday, October 7, 2014. Agenda to follow.		

Minutes taken: Jasmine Martinez