Crafton Hills College Student Services Council Minutes		October 17, 2011
Members: *Present *Larry Aycock Debbie Bogh *Joe Cabrales *Rejoice Chavira Kirsten Colvey *Judy Giacona *Mariana Moreno *John Muskavitch *Ericka Paddock *Rebeccah Warren-Marlatt		**Mission Statement:** The Mission Statement of Crafton Hills College is to advance the education and success of students in a quality learning environment. **Vision Statement:** The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation. **Institutional Values:** Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.
TOPIC	DISCUSSION	FURTHER ACTION
Approval of October 3, 2011 Minutes	Approved as written.	
SLO/SAO Web Tool (Gary Williams, Guest)	Gary discussed the process of the web tool as well as the eLumen tool and. It was the consensus of the group to invite Gary back to revisit the committee and hold an eLumen presentation.	Rebeccah will schedule the meeting with Gary and she will be sending the committee members copies of the templates she has for each department to be used for the discussion.
Continued Discussion: Review of the 2011-11 Student Services Three-Year Action Plan (Rebeccah)	Committee reviewed page 13 – 33 of the action plan and made revisions.	
Student Services Department Meeting-Planning	The committee discussed the timeline for the department meetings; monthly, bi-monthly or once/twice a semester. John liked the idea of a survey monkey, to collect ideas of topics for future meeting. Ericka suggested dividing the meeting – first ½-hour for a social gathering and the next 1-1/2 hour to business matters.	There will be a meeting on Friday, October 28th. Rebeccah will ask Keith to send out a survey to the Student Services Departments for their input: • Scheduled Times • Length of meetings • Topics
Developing/Implementing Phone-tree (Joe Cabrales)	Joe spoke with James Harris and he is willing to speak to the council members regarding the implementation of a phone tree for Student Services departments.	Rebeccah asked Joe to contact Everett Garrett and James to invite them both to a Student Services Council meeting to discuss this item.
Around the Table	N/A	
Other Business	N/A	

Adjournment	12:00PM	