## GLENDALE COMMUNITY COLLEGE Student Services Division Meeting MINUTES December 6, 2012 – 11:00 – 12:00am (SF 108)

Present: Rosette Aghekian, Jonn Aque, Elizabeth Barret, Ramona Barrio-Sotillo, James Castel De Oro, Susie

Chin, Elodia Collins, Richard Cortes, Cindy Daniels, Teresa Davis, Troy Davis, Patricia Djambazian, Sarkis Ghazarian, Nancy Getty, Sandy lee, Denise Leong-Brattain, Margaret Mansour, Kevin Meza, Paris Noori, Crescent Orpelli, Gregory Perkins, Roxanne Rafii, Valerie Rhaney, Mariah Ribeiro, Murray

Stach, Jeanette Stirdivant, Mohammad Taghdis, Tracey Ziegler

Absent: Roxanne Domingues, Susan Hoehn, Zohara Kaye, Joe Puglia

Excused: Shelly Aronoff, K.C. Camp, Polet Der Hovanessian, Laura Matsumoto, Ellen Oppenberg, Lee Parks

Quorum (19): 28 of 37

**APPROVAL OF MINUTES** Motion to approve the minutes from the last meeting by Greg Perkins and seconded by Sandy Lee. Motion passes.

# I. OLD BUSINESS

A. Jeanette Stirdivant discussed the revision of SD125 course:

- M/S/A Ramona Barrio-Sotillo/ Richard Cortes to approve the SD125 revisions for the C&I, after the 1<sup>st</sup> and 2<sup>nd</sup> readings in the Student Services Division.
- B. Flex Committee volunteer:
- Teresa Davis volunteered to represent and serve as the Student Services Division's representative on the Flex Committee.
- Flex Committee hours are flexible and scheduled as needed by Roger Bowerman, the Staff Development Officer.
- C. Student Services Fair:
- Student Services Departments will regroup in Spring 2013 to provide direction to Student Activities Program for better enhancing the Student Services Fair.

#### D. New Business

### A. SD150:

- M/S/A Ramona Barrio-Sotillo/ Richard Cortes to approve moving of the SD150 course (Tutor Training) to the Non-Credit division.
- Currently, those students who are willing to become a tutor have to pay for the applied one unit and other related costs. If the course is moved to the Non-Credit division, students won't be obligated to pay for the course.
- B. Yeranui Barsegyan discussed the Title V plan on redesigning SF107 and SF108:
- SF107 and SF108 will be changed to computer labs.
- There are two available layouts for the computer labs, the standard layout and the collaborative active learning style with a maximum of 30 desks. Each student will have his/her own computer.
- Both designs could be checked at <a href="http://www.computercomforts.com">http://www.computercomforts.com</a>
- The main reason for having computer labs is so we can comply with the Student Success Task-force plan, beginning Spring 2014.
- Jeanette Stirdivant suggested planning a counseling retreat in winter 2013 to recap the current issues, prepare a proposal and submit it to Title V.

## II. New Business (Continue)

- C. Dr. Kamara-Kay Memorial Scholarship options:
- Provide a one-time scholarship since Student Services do not have the sufficient funds to set up an endowment.
- Give one scholarship to a student from Africa in memory of Dr. Phillip Kamara-Kay each year with the money that has been collected into the Student Services Scholarship fund.
- Dr. Joe Puglia dedicates a poem to Dr. Kamara-Kay memorial.

II. Senate Report Richard Cortes

- Certain programs could be consolidated in the near future (i.e., we do have classified staff who are merged in different departments)
- Curricular programs such as PACE will be temporary suspended.
- Senate was concerned about the budget for some programs such as DSPS and the amount of money being spent
  on it.
- Senate passed the acceptance/qualifying of "C-"as a passing grade from other institutions.
- Senate discussed the final examination time for next year.
- The California Dream Act has officially taken effect this month, which means that AB 540/DACA students may now
  apply for the BOG and Cal Grant.

### **E. ANNOUNCMENTS**

It is important that everyone attend the Guild meeting on Tuesday, December 11th at 12:20.

#### F. NEXT MEETING

The next meeting will be on Thursday, March 7, 2013 at 11:00-12:00 in SF 108.

#### G. ADJOURNMENT

Since all items had been discussed, the meeting was adjourned at 12:00 pm.