



Student Services Managers' Meeting Minutes

March 2, 2012

9:00AM – 10AM

Veteran's Center

Attendance: Bill Kerwin, Jennifer McDonald, and Cynthia Pienkowski were present.

Student Services Consolidation

Interim Vice President shared her concept of consolidating the area that will be under the Dean of Counseling and Matriculation. When IT vacates, it would be possible to move all staff reporting to the Dean to the 4th floor. While all offices can be moved, except Assessment, it could be arranged so there is overlap in coverage to assist staff with the ability to help each other as needed.

Remodeling

It will be necessary to remodel the areas of ASG, Financial Aid, EOPS/CARE, CalWORKs, and possibly the Counseling area so that the Dean is able to oversee all staff reporting to them.

Service Area Outcomes

Interim Vice President shared the Service Area Outcomes with the managers. She has the agenda item on the staff agenda for the afternoon meeting and wants to make sure all managers understand the outcomes and is okay with this strategy. It is important to have the dialogue with staff and to receive their input in completing the progress of the outcomes.

Department Plans

The Department Plans will also be presented at the staff meeting to receive input from the staff. We need to close the loop on our plans and outcomes at the staff meeting. Everyone was in agreement.