

**Plan for All Student Services Engagement
Fall 2012**

I. All Student Services Meeting

- A. Theme: Crisis Management & Response Professional Development/Training
- B. Proposed meeting dates/time:
 - 1. Thursday, October 18 or 25; overlapped with usual Counselor meeting time, 11:30 – 1:30 or noon – 2:00.
 - 2. Follow-up meeting in late November or early December
- C. October Meeting Proposed Agenda:
 - Lunch (potluck) 20 minutes
 - Welcome/Introduction of Agenda 10 minutes
 - Training/Speaker 45 minutes
 - Questions/Wrap-up/Next Steps 15 minutes
- D. November or December Meeting:
 - 1. Small group work
 - 2. Create action plan/practical steps for handling crisis situations

II. Information Sharing

- A. From now until end of semester – each week two or three programs/services provide updates to all in Student Services about latest projects, initiatives, major changes
- B. Updates to be sent via email
- C. Managers to agree on schedule of timing for updates to be sent

III. Objectives

- A. Staying connected, share latest information
- B. Community-building
- C. Build awareness, develop skills to respond to growing concerns, issues related to student behavioral problems