The meeting of the Student Services Planning Council was called to order by Joseph L. Madrigal, Chair, at 9:30 a.m. on February 12, 2003, in the Oak Room of the temporary dining facilities.

I. Approval of Minutes – December 11, 2002 Meeting

The minutes were approved as submitted.

II. Name Change DSP&S to DRC – (From Disabled Student Programs and Services to Disability Resource Center)

Ron Haines, Director of DSP&S, offered a brief history of the current name and the rationale for changing the name from Disabled Student Programs and Services to Disability Resource Center. He explained that the intent behind the name change is to move away from labeling the “disabled persons.”

Mr. Madrigal solicited questions from the group.

The Student Services Planning Council supports the recommendation so it will be forwarded to the Strategic Planning Council.

III. Student Services Center Lobby Renovation

Herman Lee, Director of Enrollment Services, and Mary San Agustin, Director of Financial Aid and Scholarships, provided a handout and background information related to the renovation plan. Mr. Madrigal informed the Council that the idea has been in the planning stages for over a year. The planned HVAC project provides the opportunity to renovate with minimal additional disruption. Herman Lee offered the justification for the project as increasing efficiency, moving towards a “one stop” concept, and capitalizing on the “self service” opportunities provided by technology. Additionally, the renovation will provide increased accessibility to persons with disabilities.
The discussion led to a call for additional staff training across campus for student e-services so that more college staff can assist students with e-services access.

The Student Services Planning Council supports the recommendation so it will be forwarded to the Strategic Planning Council for information.

IV. Budget Cut Criteria and Implementation Plan Information Sheet

Mr. Madrigal provided a handout detailing the adopted criteria for budget cuts. He explained how the criteria was developed and brought the Council up-to-date on the current budget situation. He gave examples of how the budget situation will impact student services and the categorical programs and encouraged members to contact legislators.

The college has identified approximately $3.6 million in cuts for the current year and will be looking at even more significant cuts for 2003-04 as well (an additional $6.4 million on top of the same $3.6). It appears that the college has come very close to making the mid-year cuts necessary in reaching the target goal of $3.6 million for 2002-03. The major savings to date have come from not filling vacant positions. Mr. Madrigal encouraged all members to forward ideas for cuts in Student Services and savings to him through his/her prospective manager/supervisor or send them directly to him within the next two weeks.

V. Announcements

Mr. Madrigal announced the Accreditation Site Visit beginning on March 4th.

Being no further business, the meeting was adjourned at 10:20 a.m.