The Student Services Planning Council meeting was called to order by Joseph L. Madrigal, Chair, at 9:35 a.m. on September 28, 2005, in SU-203.

Mr. Bishop introduced the ASO Representative, Lynnea Duris. It was announced that Mr. O’Brien will be representing the Faculty Senate effective this meeting.

I. Approval of Minutes – September 14, 2005 Meeting

MSC – Halttunen: The minutes of the September 14, 2005, meeting were approved with the following correction:
Add – President Deegan under Guests

II. Joint SSPC / IPC Meeting – Faculty Positions Prioritization / September 29th – Joseph L. Madrigal

The Vice Presidents agreed to meet to discuss the Faculty Positions Prioritization process so a joint SSPC / IPC meeting has been scheduled for September 29th. It is very important that all members attend this meeting. Mr. Madrigal and Ms. Halttunen explained the history of the position prioritization process. It was agreed that the present system is not working.

III. Student Services 2005-06 Strategic Plan Proposals - Joseph L. Madrigal

Mr. Madrigal reminded the SSPC members that the Strategic Plan is in the process. Proposals for funding from Student Services need to be tied to the Strategic Plan college goals.

IV. Student E-mail Report – Herman Lee

Mr. Lee reported the move to use student ID numbers for their email address has been halted; the email accounts will remain as is. The college is researching the use of portals instead of the email system. Mr. Lee also indicated that the GEAR-UP staff are doing a terrific job with the GEAR-UP Program.

V. Textbook Loan Program – Bruce Bishop

Mr. Bishop reviewed the Textbook Loan Program including the history of the program and some of the obstacles encountered with other established programs on campus. Problems have resulted in the actual procedures for implementing the program finalized by SPC. It was recommended that Mr. Bishop to go back to SPC and ask that new language on the Textbook Loan procedures be changed.

VI. MOU (Memorandum of Understanding) – Theresa Egkan

Theresa Egkan reported how the change in MOU will affect how Palomar conducts business in the future; it changes the CSU availability to our students. This will become effective in Fall 2007, causing Palomar to begin implementation in Fall 2006 to allow Fall 2006 students to apply for Fall 2007. SSPC members agreed the change needs to be advertised. Ms Halttunen and Ms. Egkan will take this information forward to Instruction.
VII. Sharing

- A number of student activities are beginning to take place: once-a-week movie night in the SU; a Basketball 3-on-3 Tournament; etc. The Student Union marquee is approximately six weeks away from being installed.

- The Student Health Fee will increase by $1.00 effective Spring 2006. The Governor signed a bill allowing the local districts to charge the health fee to low income (BOGW) students. This will not occur until the summer session.

- The Escondido campus is undergoing mass construction with a completion date of Spring 2006. The Vice President offered to hold a future SSPC meeting at the Escondido site.

- The adjunct evaluation process has changed and will begin in October.

- A Transfer Fest will be held on October 19th; and a College Fair on October 25th. A Transfer Survey will be taken into 19 classes on October 3rd. Some data on the Health Services Program will be included in the survey.

- Financial Aid has hired a new full-time counselor.

- Proposed new nursing classes are the current topic in the Faculty Senate.

- The first athletic assessment went out on Monday, September 26th. The system appears to be working well and is allowing the coaches to not only check on current athletes, but students who will be coming into the program year-round.

- A Student Services Retreat will be held on November 4th at Walnut Grove. It will be a potluck with the meat and paper products being provided by the Deans and Directors of Student Services. Angie Heffner and Jane Stiles are co-chairing this event.

Being no further business, the meeting was adjourned at 11:10 a.m.