



**STRATEGIC PLANNING COUNCIL
MINUTES**

A regular meeting of the Palomar College Strategic Planning Council scheduled for December 2, 2008, was held in SU-18. President Robert Deegan called the meeting to order at 2:00 p.m.

Roll Call

Members Present: Barton, Brannick, Claypool, Cuaron, Deegan, Dowd, Duran, Frederick, Gowen, Gropen, Haltunen, Hoffmann, Japtok, Jennum, Kovrig, Lienhart, Owens, Titus, Tortarolo
Recorder: Cheryl Ashour
Members Absent: Kelly, Madrigal, McCluskey, Talmo, von Son

A. MINUTES

MSC (Tortarolo/Duran)

The minutes of the meeting of December 8, 2008, were approved with the following corrections:

The last sentence of D1 was made into a separate paragraph and the word “**contract**” was inserted after “60-days.”

The last sentence of H2 was changed to read: “Region 10 will be sending out a press release on **the opposition of** the recommendation to increase tuition.”

B. ACTION ITEMS/SECOND READING

1. Chapter 7 Policies and Procedures AP7346

John Tortarolo discussed the California Military and Veterans Code that Administrative Procedure 7346 is based on.

MSC (Brannick/Frederick) to approve AP7346

C. FIRST READING

1. Finance and Administrative Services Planning Council Governance Structure

MSC (Claypool/Kovrig) to move this item to second reading/action

MSC (Kovrig/Brannick) to postpone discussion

MSC (Kovrig/Brannick) to bring forward discussion of the Bookstore and Food Services Subcommittees under Information/Discussion

D. INFORMATION/DISCUSSION

3. Bookstore Subcommittee and Food Services Subcommittee Governance Structure Changes

Bonnie Ann Dowd reviewed the revisions to the Bookstore Subcommittee and the Food Services Subcommittee Governance Structures.

The meeting returned to its normal agenda.

C. FIRST READING

1. Finance and Administrative Services Planning Council (FASPC) Governance Structure

MSC to approve the changes to the Finance and Administrative Services Planning Council

D. DISCUSSION/INFORMATION ITEMS**1. 2008-2009 AIP December Update**

This item has been postponed until the February 3, 2009 SPC meeting.

2. Institutional Review Form for Finance and Administrative Services

Bonnie Ann Dowd discussed how the Finance and Administrative Services institutional review form was developed.

4. Discussion about assigning the person/group responsibilities and reporting requirements for the Planning Agendas

Each Planning Agenda was reviewed to determine if it would be a separate objective in the 2008-2009 Annual Implementation Plan or incorporated into an existing objective. The person/group responsibilities and reporting requirements were identified. The revised 2008-2009 Annual Implementation Plan will return as information at the February 3, 2009 SPC meeting.

5. Hiring Freeze – SPC and Budget Committee Input

Shannon Lienhart requested that SPC adopt a policy to bring any open or new positions to SPC and the Budget Committee before moving forward to hire. She requested that it be on the next SPC agenda for a decision. Discussion ensued. Everyone agreed it is important to communicate and receive feedback from constituent groups, so that they can explain to their members why a decision was made to fill a position. There was no consensus that a policy needed to be developed.

President Deegan discussed the current modified hiring freeze and the Interim Communications Director position that is being advertised internally. He reminded everyone that he announced that an interim would be hired at the last SPC meeting.

E. REPORTS FROM PLANNING COUNCILS

This item was removed from the agenda due to time constraints.

F. REPORT FROM ACCREDITATION SELF-STUDY

This item was removed from the agenda due to time constraints.

G. REPORT FROM BUDGET COMMITTEE

This item was removed from the agenda due to time constraints.

H. REPORTS OF CONSTITUENCIES**1. Administrative Association**

Laura Gropen reported that the Administrative Association held their general meeting. They discussed a number of issues that will be brought to the AA Council. Agendas for the remaining portion of the year will be developed.

2. Associated Student Government

Rob Frederick reported that their Region 10 meeting is this Friday. ASG has decided to wait until next semester to conduct the student surveys regarding scholarship, FASFA, and counseling.

3. Confidential/Supervisory Team – no report

4. CCE/AFT

Neill Kovrig reported that a special staff holiday/faculty appreciation gathering is scheduled for next Tuesday.

5. Faculty Senate

Monika Brannick discussed a recent discrimination incident against a faculty member because of his sexual orientation. President Deegan stated that a joint public statement could be made denouncing the incident and that the College stands united against discrimination of any kind.

6. PFF/AFT – no report

Meeting adjourned at 4:05 p.m.