



**STRATEGIC PLANNING COUNCIL
MINUTES**

A regular meeting of the Palomar College Strategic Planning Council scheduled for February 17, 2009, was held in SU-18. President Robert Deegan called the meeting to order at 2:00 p.m.

Roll Call

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

A. MINUTES

MSC (Halttunen/Owens)

The minutes of the meeting of February 3, 2009, were approved with the following correction:

“Policies and Procedures Committee” was changed to “Policies and Procedures Task Force” in C3 and C4

B. ACTION ITEMS/SECOND READING

1. Board Policies 3050, 3200, 3250, 3280, 3580, 7175, 7210, 7250, 7310

MSC (Tortarolo/Cuaron) to approve Board Policies 3050, 3200, 3250, 3280, 3580, 7175, 7210, 7250 and 7310

2. Board Procedures 7126, 7127, 7145, 7175, 7361

Board Procedure 7145 will be sent back to the Policies and Procedures Task Force to further discuss the idea that personnel records would be permanent.

MSC (Brannick/Gowen) to approve Board Procedures 7126, 7127, 7175, and 7361

3. Task Force to Update the Educational & Facilities Master Plan

Berta Cuaron discussed the changes to the Task Force that were agreed upon at the first reading. If approved, the Task Force will begin meeting March 25 to give the Faculty Senate time to appoint a co-chair.

MSC (Owens/Gowen) to approve the Task Force to Update the Educational & Facilities Master Plan

C. FIRST READING

1. Holiday Schedule 2009-2010

John Tortarolo reviewed the Holiday Schedule for 2009-2010. This item will return for action/second reading at the next SPC meeting.

2. Winter Holiday Schedules 2009-2010; 2010-2011; 2011-2012

John Tortarolo reviewed the Winter Holiday Schedules for 2009-2010; 2010-2011; 2011-2012. This item will return for action/second reading at the next SPC meeting.

3. Student Services Planning Council Governance Structure

Joe Madrigal stated that the Student Services Planning Council Governance Structure used the same format as the Instructional Planning Council. He discussed changes that were made to the Governance Structure. This item will return for action/second reading at the next SPC meeting.

D. INFORMATION/DISCUSSION**1. Service Pins**

John Tortarolo stated that because the service pins use genuine gemstones, the cost to purchase the pins are approximately \$9,000 a year. He asked that constituent leaders discuss with their groups and let him know if they would like to continue getting pins with gemstones, purchase pins without gemstones, or replace the pins with something else. HRSPC will discuss this issue at their next meeting.

2. Potential Shared Governance Meeting Dates

Discussion ensued on the next date to meet to discuss shared governance. It was decided to meet on Friday, February 27, 2009, from 1:00 p.m. to 4:00 p.m.

3. Accountability Report

Berta Cuaron distributed a draft of the narrative to the ARCC 2008 Report for Palomar College. The final draft will be brought to SPC when completed. It is due to the Chancellor's office within 30 days. The results of the ARCC 2008 Report will be discussed at a future meeting.

4. State Budget

Bonnie Ann Dowd discussed the information known at this time regarding the State Budget.

E. REPORTS FROM PLANNING COUNCILS**1. Finance & Administrative Services Planning Council**

Bonnie Ann Dowd reported that the FASPC met February 5 and their next meeting is February 19. Dr. Dowd distributed and discussed a Fund 11 spreadsheet generated from PeopleSoft for the Finance and Administrative Services division. They also discussed the institutional review progress and the renewal of the pay phones contract.

2. Human Resource Services Planning Council

John Tortarolo reported that HRSPC will meet today at 4:00 p.m.

3. Instructional Planning Council

Berta Cuaron reported that IPC met last Wednesday. They brainstormed on creative ways to find money.

4. Student Services Planning Council

Joe Madrigal reported that SSPC met on February 11. They discussed the need to alert students and staff about where the smoking areas are located on campus. SSPC discussed the student loan and the emergency book grants programs. Claudia Duran gave a report on the budget committee. Sherry Titus gave a report on her effort working with the Foundation to provide student discounts from Dell and Apple when they purchase a computer when they click on an icon on our website, with a 3% commission to Palomar College. Discussion ensued in SPC regarding this issue.

F. REPORT FROM ACCREDITATION SELF-STUDY

Berta Cuaron reported that a dialogue on the planning agendas will take place today at 1:00 p.m. in SU-18. Dr. Kinsella and his assistant came to Palomar College last Thursday to look at the team room, working areas for the team, and their accommodations at Lake San Marcos Resort. A general schedule of the site visit was sent out today. Ms. Cuaron discussed the schedule.

G. REPORT FROM BUDGET COMMITTEE

Bonnie Ann Dowd reported that the Budget Committee met on February 10 and will meet again February 24. They discussed the request from the Faculty Senate President to allow the past Senate President to be an official member of the Budget Committee for one year. They discussed the state budget as it is known at this time.

H. REPORTS OF CONSTITUENCIES

1. **Administrative Association** – no report

2. **Associated Student Government**

Rob Frederick reported that Club Rush last week was very successful; many clubs have reported an increase in membership. A few ASG members will be attending an ASG legislative conference in Washington, D.C. and the March on March event at the State Capitol. Mr. Frederick showed SPC the new ASG pamphlet.

3. **Confidential/Supervisory Team** – no report

4. **CCE/AFT**

Neill Kovrig reported that plans are underway for the March 25 Classified Staff Day. CCE is working with Human Resource Services on the event. A small group of CCE officers plan to attend the AFT/PSRP conference in Baltimore. PERB has rescheduled their meeting with CCE and the District.

5. **Faculty Senate**

Monika Brannick reported that the Faculty Senate is working on Administrative Retreat rights and the Academic Honesty policies. The Faculty Senate would like to rename the Faculty Senate Office after Bill Bedford. She will be discussing this with the Facilities Review Committee. Ms. Brannick discussed the statement recently issued by the Faculty Senate. She is in the process of forming a standing committee, the Palomar College Committee to Combat Hate. The governance structure form is being written and will come to SPC at a future meeting.

6. **PFF/AFT**

Shannon Lienhart reported that PFF elections are progressing. There are four part-time positions open on the Executive Board and two full-time positions open on the E-Board. Delegates have been appointed to the CFT Convention in March. The negotiations team members have been appointed and several meeting dates have been proposed to the District.

I. PENDING ITEMS**J. OTHER**

Meeting adjourned at 3:50 p.m.