



**STRATEGIC PLANNING COUNCIL
MINUTES**

A regular meeting of the Palomar College Strategic Planning Council scheduled for April 21, 2009, was held in SU-18. President Robert Deegan called the meeting to order at 2:00 p.m.

Roll Call

Members Present: Barton, Brannick, Brockett, Claypool, Cuaron, Deegan, Dowd, Duran, Gowen, Halttunen, Japtok, Jennum, Kovrig, Laughlin, Lienhart, Madrigal, McCluskey, Owens, Talmo, Titus, Tortarolo
Recorder: Cheryl Ashour
Members Absent: Frederick, Hoffmann
Guests: Jayne Conway, Glynda Knighten, Tom Medel

A. MINUTES

MSC (Laughlin/Kovrig)
The minutes of the meeting of April 7, 2009, were approved

B. PROGRESS/IMPLEMENTATION STATUS ON ACCREDITATION RECOMMENDATIONS

Berta Cuaron announced that the lead person/persons of each recommendation will be asked to submit a bi-weekly report; the report will be available online.

Michelle Barton distributed and discussed the Palomar College Planning Cycle. The document is a summary of our planning cycle for the Master Plan 2022, Strategic Plan, Annual Implementation Plan, Program Review and Planning, Budget, and Operating Plans. Revisions were made to the document. This will return for further discussion at the next SPC meeting.

C. ACTION ITEMS/SECOND READING

1. Board Policies 3100, 3510, 3515, 3520, 3810, 4030, 4290, 4650

MSC (Kovrig/Duran) to approve Board Policy 3100
MSC (Duran/Gowen) to approve Board Policy 3510
MSC (Laughlin/Duran) to approve Board Policy 3515
MSC (Kovrig/Duran) to approve Board Policy 3520
MSC (Owens/Kovrig) to approve Board Policy 3810
MSC (Laughlin/Gowen) to approve Board Policy 4030
MSC (Laughlin/Gowen) to approve Board Policy 4290
MSC (Laughlin/Gowen) to delete Board Policy 4650

2. Administrative Procedures 3100, 3200, 3516, and 3810

It was suggested that the word “for”, located on the first page, last word of the second-to-last sentence of Administrative Procedure 3810, should be changed to “to”.

MSC (Kovrig/Gowen) to approve Administrative Procedure 3100
MSC (Kovrig/Gowen) to approve Administrative Procedure 3200
MSC (Kovrig/Gowen) to approve Administrative Procedure 3516
MSC (Kovrig/Gowen) to approve Administrative Procedure 3810 with revision

D. FIRST READING**1. Revised College Mission Statement**

A revised College Mission Statement was distributed and discussed. Revisions were made to the document. This item will return for action/second reading at the next SPC meeting.

2. Board Policies 3280, 3500, 4020, 4021, 4022, 4045, 4103, 4230, 4250, and 4260

MSC (Dowd/Kovrig) to move Board Policy 3280 to action
MSC (Dowd/Kovrig) to approve Board Policy 3280

Board Policies 3500, 4020, 4021, 4022, 4045, 4103, 4230, 4250, and 4260 were reviewed. Revisions were made to Board Policy 4260. Berta Cuaron will send the changes to our consultant to revise for second reading. This item will return for action/second reading at the next SPC meeting.

3. Administrative Procedures 4020, 4022, 4103, and 4250

Administrative Procedures 4020, 4022, 4103, and 4250 were reviewed. This item will return for action/second reading at the next SPC meeting.

4. Roller Device Procedures/Guidelines

This item was pulled from the agenda because it is presently being reviewed at the Policies and Procedures Committee.

E. INFORMATION/DISCUSSION**1. Budget Saving Ideas**

This item was pulled from the agenda in order to edit the document to exclude items which are part of collective bargaining.

2. Possible Extra Meeting May 15, 1 pm to 4 pm

A Special SPC meeting has been scheduled for Friday, May 15, from 1:00 p.m. to 4:00 p.m. in room RS-5 to discuss planning and resource allocation. It was suggested that SPC meet during finals week instead; however, there were conflicts with members' schedules that week.

3. Escondido Center Manager and Vice President of Student Services

Berta Cuaron announced that Theo Brockett, Manager, Education Center, will be retiring June 30. Tom Medel and Jaime Moss will share the role of Center Manager for approximately one year in order to evaluate the site structure at Escondido and Fallbrook.

Robert Deegan announced that Joseph Madrigal, Vice President, Student Services, will be retiring June 30. An interim vice president will be hired for approximately one year. The position will only be open to permanent faculty and staff and go through the normal hiring process.

4. AMBCS Division Name Change

Berta Cuaron announced that the Arts, Media, Business, and Computing Systems changed its name to Arts, Media, Business, and Computer Science.

F. REPORTS OF PLANNING COUNCILS**1. Finance & Administrative Services Planning Council**

Bonnie Ann Dowd reported that the FASPC reviewed recommendations from the Facilities Review Committee, discussed cost-saving ideas, and discussed the fact that an RFP will be going out for the bookstore contract.

2. Human Resource Services Planning Council

John Tortarolo reported that HRSPC met April 7. They discussed the ADA accommodations that are planned for the Human Resource Services offices. The Unity in Diversity college-wide event will be held on April 30.

3. Instructional Planning Council

Berta Cuaron reported that IPC met April 7. They discussed program review. Faculty interviews have begun for the updated Educational and Facilities Master Plan.

4. Student Services Planning Council

Joe Madrigal reported that SSPC did not meet April 8. He discussed the changes to the hours in the financial aid and counseling departments to more effectively serve students. The Puente Program which was to begin in the fall has been deferred to the following year.

Shannon Lienhart had a question about the funding of Campus Police. Discussion ensued. This item will return for further discussion at the next SPC meeting.

G. REPORT FROM BUDGET COMMITTEE

Bonnie Ann Dowd reported that the Budget Committee discussed the upcoming state-wide election and the Palomar College budget process.

The remaining agenda items are postponed until the May 5, 2009 SPC meeting because of time constraints. Meeting adjourned 4:05 p.m.