A regular meeting of the Palomar College Strategic Planning Council scheduled March 4, 2014, was held in AA-140. President Robert Deegan called the meeting to order at 2:05 p.m.

ROLL CALL
Absent: Claypool, Davis, Laughlin, Maunu, Moore, Sourbeer, Tortarolo
Guests: Kendyl Magnuson
Recorder: Cheryl Ashour

A. MINUTES
1. Approve Minutes of February 4, 2014
MSC (Cuaron/Talmo) to approve the Minutes of February 4, 2014 as written

2. Approve Minutes of February 25, 2014
MSC (Cuaron/Barton) to approve the Minutes of February 25, 2014 as written

B. ACTION ITEMS/SECOND READING
1. Holiday Schedule 2014-2015 (Exhibit B1)
MSC (Titus/Cuaron) to approve the Holiday Schedule 2014-2015 as written

MSC (Cuaron/Dimmick) to approve the Winter Holidays Schedule 2014-2017 as written

C. ACTION ITEMS/FIRST READING
1. Board Policy 3250-Institutional Planning; 3710-Securing of Copyright; 3715-Intellectual Property (Exhibit C1)
There were no questions. This item will return for action/second reading at the next SPC meeting.

2. Administrative Procedure 7120-Recruitment & Hiring (Exhibit C2)
This item was pulled and sent back to the Policies and Procedures Committee at the request of the Faculty Senate. There is wording they would like to revise.

D. INFORMATION/DISCUSSION
1. Discussion if Governance Structure Book should include Task Forces or Ad Hoc Committees (work groups) (Exhibit D1)
There was a question if the Governance Structure Book should list the Task Forces and Ad Hoc Committees, as they are part of the Governance Structure. There was consensus to not include these because they are not permanent committees.

E. INTEGRATED PLANNING MODEL
1. SPC Timeline Check-In
Michelle Barton discussed the upcoming activities, especially the number of items that need to get completed in April.

2. Strategic Plan 2016 Action Plan Update
Michelle Barton stated that the Action Plan-Year 1 is due to be evaluated in April; she will be contacting the person(s) responsible for each objective so they will be ready to give a year-end report. Discussion on objectives for Year 2 will also be discussed in April and hopefully finalized at the May 6 meeting.
Ms. Barton stated that Governing Board Member Nancy Chadwick requested that Objective 2.1 be revised to say: “Establish faculty councils with high school partners to improve alignment of curriculum and student transition.” After discussion, there was consensus to make the change.

MSC (Cuaron/Gonzales) to amend the Strategic Plan 2016 to revise the wording in Objective 2.1 as stated above.

3. **SPPF Funds Summary (Exhibit E3)**
   Michelle Barton reviewed the summary of the allocated SPPF Funds. A SPPF request, University Tours, was distributed; it had been submitted on time but was missed. After discussion it was decided to allocate funds for the request.

   MSC (Titus/Cuaron) to approve the University Tours SPPF request for $3,950.

   Ms. Barton will have Cheryl Ashour send the revised SPPF Funds Summary to members.

F. **ACCREDITATION RECOMMENDATIONS AND PROGRESS**
   1. **Accrediting Commission Actions and Policy Updates**
      There were no updates.

   2. **Accreditation Self-Evaluation Update (Exhibit F2)**
      Berta Cuaron stated that the 2014 Annual Report will be due to the Accrediting Commission by March 26. She distributed a copy of last year’s report but said there are changes to the questions asked this year. She will send a copy of the report to members when it is completed.

      Ms. Cuaron discussed distance education; a working group from the curriculum committee is working on a campus-wide distance education philosophy. Discussion ensued.

G. **REPORTS OF PLANNING COUNCILS**
   1. **Finance and Administrative Services Planning Council**
      Ron Perez reported on the progress of getting an ATM on campus, and discussed the progress of the baseball field, lighting retrofit, humanities building, and the grand opening of the TLC on March 7.

   2. **Human Resource Services Planning Council** – no report

   3. **Instructional Planning Council**
      Berta Cuaron reported that IPC completed its Staffing Plan priorities. Ms. Cuaron discussed the total cost of submitted PRPs and the amount of money available.

   4. **Student Services Planning Council**
      Adrian Gonzales reported that SSPC completed its Staffing Plan and discussed SPPF funding and the student equity report.

H. **REPORT FROM PC3H COMMITTEE**
   Sherry Titus reported that PC3H hired a new assistant. PC3H is working on its mission statement and bullying language in the College policies. She announced that Monika Brannick received the Peace Award by the San Marcos Rotary.

I. **OTHER ITEMS**
   1. **Legislation**
      President Deegan discussed legislative bills that affect community colleges. One would give City College of San Francisco $20 million over four years to stabilize the college; the other would allow community colleges to offer one baccalaureate degree. Discussion ensued
2. **Active Minds**  
The Active Minds student club is hosting a fundraising event scheduled for March 13. For a dollar donation, students will have the opportunity to throw pies at volunteering faculty and administrators.

3. **ASG**  
Genesis Gilroy reported that election packets have been released; the ASG board was not able to attend the March on March, as not enough people signed up to afford the cost of the bus. ASG will hold many forums in March giving students the opportunity to ask questions and be informed on various subjects.

President Deegan thanked Sherry Titus for being a guest speaker at the March on March event.

J. **ADJOURNMENT**  
There being no remaining items, the meeting was adjourned at 2:50 p.m.