



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
February 9, 2005**

CHAIR: Joseph L. Madrigal

Members Present: Alcalá (ASG), Bishop, Conway, Doran, Egkan, J. Fernandez, Gable, H. Lee, Madrigal, Miller, J. Mills, Mobilia, Moss, Springer, Woodcock, J. Woods

RECORDER: Marilyn Lunde

Members Absent: Halttunen, Madrigal, O'Brien, Roth

Guests: Calvin One-Deer

The Student Services Planning Council meeting was called to order by Mr. Herman Lee (representing Mr. Madrigal) at 9:30 a.m. on February 9, 2005, in SU-203.

I. Approval of Minutes – December 8, 2004 Meeting

MSC – Bishop: To postpone this item of business until the next regular meeting pending correction to the minutes.

II. Focus Group for the Technology

This item will be addressed / presented at the February 23, 2005 Student Services Planning Council meeting.

III. Update / Emergency / Advanced Aid – Jayne Conway

Ms. Conway distributed the Health Services report for December 2004 to the Student Services Planning Council members. Discussion was held on the importance of the information on this report and who should receive the information. All members of the Safety & Security Committee currently receive copies of the reports. It was suggested that this information be distributed monthly to the Vice Presidents, Deans, Directors and Department Chairs and also posted on the Health Services web page. It was also suggested that page one (1) be sent as General Information to all staff and the remaining pages to the areas as needed.

IV. Update on Title V Status – Calvin One-Deer Gavin

Student Services Planning Council members received copies of Title V handouts. Palomar College has qualified as a Hispanic Serving Institution for the third year. This is an annual requirement for Title V. The College can apply for two (2) Title V grants for a total of six million dollars over five (5) years. Mr. One-Deer Gavin is looking for ideas for improving Student Services and Instructional Services which can be incorporated into the grant. Members were asked to e-mail ideas / suggestions to Mr. One-Deer Gavin. Discussion took place on transferring, retention, and development of programs

in individual areas of Student Services. A suggested theme was “Student Engagement.”

V. Fiscal Stability Task Force Mid-Year Report

Student Services Planning Council members received a hard copy of the Fiscal Stability Task Force Mid-Year Report. It was indicated that the Task Force will be disbanding and going back to RAC.

VI. Job Responsibilities of Advisors Versus Counselors – Terri Egkan

Counselors are concerned of a trend that is occurring across the campus – hiring of Advisors versus Counselors. Job descriptions need to be delineated and it is possible the new contract will address this problem.

VII. Counseling Services Division Strategic Plan – Jose Fernandez

A draft copy of the Counseling Services Division Strategic Plan was distributed to the Student Services Planning Council members. Suggestions and comments may be e-mailed to Mr. Fernandez. This item will be placed on the agenda for a second reading at the next SSPC meeting. The Student Services Planning Council members expressed that they would like a proposal and plan to replace vacated positions. They would like this as an agenda item at the next SSPC meeting.

VIII. Enrollment Fee Waiver – Herman Lee

Mr. Lee has been requested to bring back the Enrollment Fee Waiver for high school students.

MSC – Bishop: To bring this item to action and to approve the Enrollment Fee Waiver. This recommendation will be forwarded to the Strategic Planning Council.

IX. Membership – Police Review Task Force

The Police Review Task Force has requested that one (1) representative from the Student Services Planning Council be appointed to serve on the Task Force. Ms. Conway volunteered and without objection, the Student Services Planning Council has officially appointed her to serve as our representative on the Police Review Task Force.

X. Sharing

- Palomar College has a guarantee transfer with Davis
- Transfer Recognition Day will take place on May 11th in the Student Union
- The Smoking Education Committee is meeting again

Being no further business, the meeting was adjourned at 10:51 a.m.