



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
October 26, 2005**

CHAIR: Lynda Halttunen

Members Present: Atkins, Bishop, Carlos (representing Cruz), Duris, Egkan, J. Fernandez, Gable, Halttunen, H. Lee, Moss, O'Brien, Tait-Brown, J. Woods,

RECORDER: Marilyn Lunde

Members Absent: Conway, Dise, Madrigal, Dozier, Springer, Woodcock

Guests: Mary San Agustin, Anne Stadler, Alex Mendoza

The Student Services Planning Council meeting was called to order by Lynda Halttunen, chairing the meeting on behalf of Mr. Madrigal, at 9:30 a.m. on October 26, 2005, in SU-203.

I. Approval of Minutes – October 12, 2005 Meeting

MSC – Bishop: The minutes of the October 12, 2005, meeting were approved.

II. Health Services Fee – 1st Reading – Mary San Agustin

Ms. San Agustin clarified the role of the Health Services Task Force and distributed a handout reflecting the recommendations of the Task Force. An in-depth discussion took place on the number of BOGW students we currently have at Palomar and the amount of revenue this recommendation would generate for Health Services. SSPC members were asked to take these recommendations back to their respective groups for input. This item will be placed on the agenda for a 2nd Reading at the next meeting.

III. Strategic Plan 2009 – Draft Objectives – Lynda Halttunen

Ms. Halttunen and Mr. Bishop explained the Strategic Plan 2009 Draft Objectives and how they were created. SSPC members need to review the five basic objectives and forward any comments to Michelle Barton and / or Bruce Bishop no later than November 9th.

IV. Campus Police Reporting Structure – Lynda Halttunen

Sergeant Carlos announced that the Campus Police Department reporting structure has changed from Administrative Services to Student Services and is now reporting to Mr. Madrigal, Vice President of Student Services. A brief discussion took place regarding escort services; extra coverage during the evenings in Parking Lots 9 and 12 for safety assurance; Comet Circle driving speeds; and the number of students riding skate boards on campus. Sergeant Carlos noted that the college needs better signage at the entrances for liability purposes.

V. Sharing / Announcements

- Flyers and brochures were distributed regarding upcoming Transfer Center workshops.
- Palomar College hosted a very successful College Fair - 40 Institutions participated.

- The High School Counselors will be on campus on November 9th to gather information and learn more about Palomar College. Many departments have committed to hosting tables at this event.
- The Student Services Working Group (appointed from the Joint SSPC / IPC meeting) had a very successful meeting. The following results were presented at the past Joint Meeting:
 1. Use 2002 as the benchmark numbers;
 2. For every 11 new faculty hired, number 12 will be a counselor;
 3. For every 36 Faculty hired, number 37 will be a librarian;
 4. As staff retires, positions will be automatically filled to the base line of 2002;
 5. PE and Athletics will be included with the Instructional side of the house.IPC needs to present their Working Group's results before both can be presented as a package to SPC.
- The Faculty Senate would like the Student Grievance Policy published in the Class Schedule.
- The ASO set long-term and short-term goals at their recent retreat. They are investigating the possibility of a Newsletter, vending machines, additional bulletin boards, recycling awareness, and on-line chat rooms.

Being no further business, the meeting was adjourned at 11:00 a.m.