



**STUDENT SERVICES PLANNING  
COUNCIL MEETING  
MINUTES  
February 8, 2006**

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**CHAIR:** Joseph L. Madrigal

**Members Present:** Aguilera, Atkins, Conway, Egkan, Esquibel (ASG representative), J. Fernandez, Gable, Halttunen, H. Lee, Madrigal, Moss, Springer, Woodcock, J. Woods

**RECORDER:** Marilyn Lunde

**Members Absent:** Bishop, Cruz, Dise, Dozier, O'Brien, Tait-Brown

**Guests:**

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The Student Services Planning Council meeting was called to order by Mr. Joseph L. Madrigal at 9:30 a.m.

**I. Approval of Minutes – January 25, 2006 Meeting**

**MSC** – Woods: The minutes of the January 25, 2006 meeting were approved.

**II. Institutional Review – Dean / VP Executive Summary / 2<sup>nd</sup> Reading – Joseph L. Madrigal**

**MSC** – Halttunen: To approve the Student Services Institutional Review 2005-06 Executive Summary.

Discussion followed addressing the fact that there was no place to request replacement / additional classified staff positions in the 2006-07 budget process. It was agreed that classified position requests need to be handled differently than Instructional position requests; however, there is a need for a college-wide process.

**MSC** – Halttunen, Woods: Given the analysis of the budget process utilized in this procedure, it was found that there was no place for requesting replacement / increases for classified staff positions. General college-wide guidelines need to be established by SPC on how to evaluate and address position requests.

After lengthy discussion on the differences in needs, SSPC members were instructed to go back to their groups and prioritize classified staff positions so Student Services will be prepared once SPC sets the process.

**III. Sharing/Announcements**

- An inquiry was raised regarding the Technology Committee which was recently approved. Discussion took place on the pros and cons of having one committee handling the campus-wide technology needs.
- An Engineering Workshop will be held on campus on February 22<sup>nd</sup>. The Transfer Center will have more activity this semester.
- A letter was shared concerning the new SDSU requirement of accepting transcripts only sent electronically from our college. Mr. Lee will follow up on this. Mr. Madrigal will address this at the next Region X meeting scheduled for Friday, February 10, 2006.

- Health Services has partnered with North County Health Services to provide free Chlamydia tests for our students. There will also be free medical and follow-up for this service. February is Healthy Heart Month.
- Financial Awareness Day will occur on February 14<sup>th</sup> on the main campus and in Escondido.
- Mr. Madrigal announced that there will be a photo exhibit display on “Caesar Chavez: His Soul and His Spirit” from March 15<sup>th</sup> through April 15<sup>th</sup> in the Boehm Gallery. A special “Artist Reception” for Mr. Victor Aleman will take place on March 18<sup>th</sup> from 4:30-6:00 p.m. in the Boehm Gallery. Mr. Madrigal expressed sincere thanks to the Office of Student Affairs for their generous support in this event.
- April Esquibel, the new ASO Representative, was introduced.

Being no further business, the meeting was adjourned at 10:27 a.m.