



**STUDENT SERVICES PLANNING  
COUNCIL MEETING  
MINUTES  
May 14, 2008**

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**CHAIR:** Joseph L. Madrigal

**Members Present:** S. Cathcart, P.J. DeMaris, J. Fernandez, T. Frady, L. Halttunen, M. Large, H. Lee, T. Plotts, L. Romain, R. Tait-Brown, S. Titus, ASG Representative

**RECORDER:** Carol Naddi

**Members Absent:** Aguilera, Conway, Lopez, O'Brien, Richardson

**Guests:** Judge Brandenburg, Calvin One Deer Gavin

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The Student Services Planning Council meeting was called to order by Mr. Joseph L. Madrigal, Chair, at 9:35 a.m.

**I. Approval of Minutes – April 16, 2008 meeting**

MSC-Titus: The minutes of the April 16, 2008 meeting were approved.

**II. Budget 08/09 - J. Madrigal**

Approximately \$140,000.00 in cuts has been identified in Student Services for this year from the 2300-2400-4000-5000 accounts. Next year's budget will not be finalized until the Board approves it which could be in the summer or in September. Mr. Madrigal will then re-visit the proposed cuts. He will have his cabinet members provide him information on the unrestricted account.

**III. Puente Program – J. Madrigal**

Mr. Madrigal reported that Palomar College is in the process of negotiating the possibility of a Puente Program here on campus. Initially it sounded very promising. However, yesterday the college was informed that in order to receive the funding for the Puente Program, the College must be prepared to launch the Program in the fall 08 semester. Before the Program can be started, it requires faculty endorsement. Palomar is working with the Puente Program for a projected fall 09 start date or perhaps a spring 09 start date if possible.

Jose Fernandez reported that the Puente Program is a UC structured Program which involves a cohort of 1<sup>st</sup> generation students from the community that will take Basic Skills classes, English 50 and Counseling 110. Region X does not have a Puente Program at any of its Colleges. The money that the College will receive will go towards the students which will include activities. The Program will tie into the Basic Skills requirement of the College.

**IV. Course Repetition – (2<sup>nd</sup> Reading) – H. Lee**

This item was postponed and will be placed on the agenda for the next meeting.

**V. Counseling/Librarian Hiring Policy – J. Fernandez**

A handout on the Proposal for Hiring/Replacing Counselors and Librarians was emailed to the committee members. Jose Fernandez reviewed the handout with the committee. Jose explained that the process to hire counselors and librarians has to be a little different than hiring other faculty because it is student driven. The Counseling Department has 2 counselors (James Luna and John Dise) retiring in June 2008 and one counselor (Maria Miller) that has accepted a lateral move as an instructor in the Behavioral Sciences Department. Due to the difficult year the College is experiencing with budget cuts and in order to save the College money, the Counseling Department has agreed to replace these Counselors in the fall 09 Semester  
Lynda Halttunen suggested that the Counseling Department be allowed to hire part-time counselors in the spring 08 Semester until they can hire replacements for the 3 counselors no longer with the department.

## **VI. Campus Police Committee/Additional CCE member – (1<sup>st</sup> Reading) – T. Plotts**

Tom Plotts reported that the CCE has requested that an additional CCE member be added to the Campus Police Committee membership. Currently, there is one member on the Committee representing CCE. The CPC reviewed and approved the request at their last meeting. The Campus Police Committee has suggested that the additional CCE member be a representative from one of the special populations programs (EOP&S, DRC, TRIO).

Discussion was held.

MSC-Lyn/Titus – Move the Campus Police Committee Membership item from Information/Discussion/1<sup>st</sup> Reading to Action. 12 ayes 0 nays

MSC-Lyn/Frady – Move to approve the request to add an additional CCE member to the Campus Police Committee membership. 12 ayes 0 nays

## **VII. Sharing Announcements**

- Calvin One Deer Gavin and Jayne Conway introduced Judge Brandenburg who has been selected as Palomar College's Alumnus of the Year. Judge Brandenburg was an employee and student at Palomar College 40 years ago. His ex-wife and 2 older children have also graduated from Palomar. Judge Brandenburg has been a long-time supporter of Palomar College and an advocate of the Indian Studies Program. He will be honored at commencement.
- Michael Large reported that the self-evaluation of the Planning Councils have been sent out.
- Ruth Tait-Brown reported that the DRC counselors have been busy with appointments. They are booked with appointments through June 6.
- Lynda Halttunen reported that there were two end-of-year ceremonies held last week: Transfer Center Recognition ceremony and TRIO/SSS ceremony.

University Link Night will be held tomorrow evening.

EOP&S will have their end-of-year ceremony on May 21, 2008.

The All College BBQ will be held on May 21, 2008.

EAP dates are June 7, 14, & 21, 2008. EAP training will be held on May 21 & 28, 2008.

- P.J. DeMaris reported that there is a concern regarding CSUSM not accepting transfer students for the spring 08 semester. Lise Flocken, Transfer Center Director at MiraCosta College and P.J. are in the process of negotiating with CSUSM to see if they will consider both Colleges as part of their in-service area and accept transfer students from both Colleges.
- Scott Cathcart reported that the Spring athletic season is just about finished. Most of the teams did well and had a good year.
- Tom Plotts reported that the bomb-threat suspect was convicted of 6 felony counts and will be sentenced the first part of June 2008. The D.A.'s office aggressively prosecuted the case. 12 people from the Palomar Community College District appeared in court and testified.

- Joe Madrigal reported that the closing deadline for the position of the Director of Student Affairs is this Friday.
- Herman Lee reported that enrollment continues to go up. It appears as if Palomar will have a record enrollment. An official announcement will be sent out next week. There also appears to be a record number of students graduating this year.

The PeopleSoft system will shut down on May 30 for implementation of the new system. There will be many opportunities for training on the new system. Rick Gommel, Sue Doran and Tricia Frady will be conducting the training sessions.

- Lisa Romain reported that career counseling has been offered at the Escondido Center for the past two semesters and that there has been a wonderful response from faculty. Career Counseling will be offered at the Escondido Center for the next two semesters.
- Sherry Titus reported that all is going well in the Office of Student Affairs. Commencement will be held on Friday, May 23, 2008.
- Jesse Lyn reported that the ASG had a tremendous year. They celebrated a record number of successful events. Some of which include;
  1. The grand opening of the Student Diversity Center in SU-204 will be held this summer.
  2. ASG worked with the Faculty Senate on the Grade Policy Review Panel.
  3. The ASG helped to finalize the Designated Smoking Area Policy which will be going to the Governing Board for approval.
  4. ASG elections were held. The new ASG President is Rob Frederick and the new Vice President is Claudia Duran.

Mr. Madrigal commended Jesse Lyn for her leadership abilities and tenacity as ASG President.

- Jose Fernandez reported that this is his last official meeting as the Counseling Department's chairperson. Tim Hernandez will be replacing Jose as the new Department Chair.

The Counseling Department will be conducting counselor training for the new PeopleSoft system.

Counseling appointments are booked for two weeks in advance.

With P.J. DeMaris' effort, the Counseling Department has also been booked with appointments on Saturdays and a record number of students have been seen.

Being no further business, the meeting was adjourned at 10:50am.