



**STUDENT SERVICES PLANNING  
COUNCIL MEETING  
MINUTES  
November 12, 2008**

CHAIR: Joseph Madrigal

MEMBERS PRESENT: S. Cathcart, J. Conway, K. French, C. One Deer Gavin (for L. Halttunen), K. Huskey, M. Large, H. Lee, R. McDonald (for T. Hernandez), Lt. T. Cruz (for T. Plotts), R. Tait-Brown, S. Titus, ASG Representative

RECORDER: Carol Moore

MEMBERS ABSENT: Frady, Halttunen, Hernandez, Lopez, Plotts, Richardson, Romain

Guests: Ellie Masiello

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 – October 22, 2008

MSC – Duran. The Minutes of the Oct 22, 2008 meeting were approved.

II - III. Budget Committee Report/Budget Status Report – J Madrigal

Joseph Madrigal provided a handout that detailed emails sent from Vice Chancellor Erik Skinner and Linda Michalowski sent to the CSSOs. The handout detailed the budget proposals being considered by the Governor and the options being proposed by the Legislature. The projected shortfall is between \$10 Billion in 2009 to \$23 Billion by 2010. The Governor is considering a combination of budget cuts and revenue enhancements – raising the enrollment fee to \$26 in 2009 and to \$30 in 2010 in addition to increasing the taxes on alcohol and tobacco products and imposing an automobile excise tax. Currently, the loss to Palomar College is expected to be about \$4.8 million. He also noted that Palomar does not include anticipated growth revenue in the budget until it is received so if we do not get growth funding, we will not be in any worse shape than we are at present.. Madrigal reported that one proposal being considered will change categorical funds to discretionary, thereby moving those dollars into the general budget. Claudia Duran, ASG Representative reported that the Student Senate is mobilizing the second massive protest in Sacramento. Duran will be calling a meeting of the Student Senate to discuss the effect of higher fees on students versus the loss of student services demanded by lower fees. Herman Lee offered that if fees are increased, the increased revenues should be allowed to stay at Palomar. Community colleges are treated in the same way as K-12 schools rather than the UC/CSU system where they are allowed to keep the increase in fees.

IV. Veteran's Services Update

Herman Lee reported that the new GI Bill will afford Veterans an increase in funding to \$22,000 per year to further their education and will alleviate the need for students to supplement their fees with personal funds. We anticipate an increase in Veteran students with the draw down in troop levels. Palomar College is currently rated #1 in CA for enrollment of Veteran students. We presently serve 550 students and project an increase to 1000. Lee suggested that we really need a Vets Center but finding space on campus is an issue. Lee further stated that a Veterans Advisory committee has been formed and has been endorsed by SSPC. Lee will continue to add more names to the Memorial and will contact the Facilities Review Committee about the expansion of the Memorial. Jayne Conway has been instrumental in raising funds for the newly established Heroes Fund.

- V. Apple Computer Update  
Sherry Titus reported that there has been a delay in bringing an Apple Computer Kiosk on campus. Dell has been the computer of choice for Palomar and they are interested in providing a similar service to Palomar Students, Faculty and Staff that Apple Computer is offering. Titus will meet with a representative from Dell during the Thanksgiving week.
- VI. SPC Report  
Sherry Titus reported that Shared Governance works well on our campus. However, it has been difficult to ascertain who is responsible for making changes to the policy, AB 1725. Palomar has developed an Emergency Preparedness Plan which is important to students and needs to be a priority. SPC and the Governing Board have endorsed the Plan and it is understood that approximately \$1 Million will be set aside from a combination of Prop M funds and/or Restricted Capital Funds to implement the Plan. Funding will pay for a generator to back up Campus Police communications and the networking in the new buildings.
- Katy French reported on a professional development grant aimed at alleviating student anxiety over using the library. It seems many students are intimidated by the size of our library and don't know where to start so they avoid using this invaluable resource that is available to them.
- VII. Faculty Hires  
Joseph Madrigal reported that all faculty positions which had been approved for 09/10, including 3 counselor positions, have been placed on hold for the 2008-09 year. Our growth in enrollment has impacted counselor loads and there is no relief in sight.
- VIII. Staffing Update  
Sherry Titus reported on the vacant Student Activities Coordinator position and the difficulty she has encountered getting the position description approved by H.R., CCE and Segal. The position was approved to be filled in an hourly capacity. However, Titus received a revised position description which she is currently reviewing. If approved, then the position will go out as a full-time contract position. Scott Cathcart reported that they will be interviewing 3 or 4 candidates who are interested in a lateral transfer to replace Bonnie Plein who is retiring. Due to the hiring freeze on campus, this was the only option available at this time to fill the position.
- IX. Sharing/Announcements/Acclamations  
Scott Cathcart offered acclamations for 3 staff members who responded to an 85 yr. old spectator having a cardiac arrest at a Palomar sporting event on Oct 14<sup>th</sup>. A Padres 3<sup>rd</sup> base coach, who was also a spectator, Buck Taylor and Felicia Heise were present and took immediate action to administer the AED cardiac stimulator. The man's life was saved. Jayne Conway, who instituted the AED Program on campus, wrote the grant that funded the cost of the monitors paid for the staff training.
- Jayne Conway offered an acclamation to Sherry Titus who was recognized by Palomar students at the Governing Board Meeting on November 11<sup>th</sup>. Conway shared that counselors are working on developing workshops to deal with student stress and PTSD issues. In addition she would like to see health classes include student skills in using alternatives to drug therapy.
- Katy French offered an acclamation for Randy Franklin, Library Media Technician, in the library who keeps everything on track.
- Michael Large reported that the Research and Planning Office will be conducting a survey for Finance & Administrative Services in the next week.
- Calvin One Deer Gavin reported that he is sitting in for Lynda Halttunen who is on vacation. Palomar College is hosting a High School Counselors' Conference today. There are 100 participants from various high schools on campus. Joe Madrigal offered an acclamation for Calvin One Deer Gavin who saw his program successfully complete its very arduous accreditation process and for Gavin's expertise in writing successful grant proposals.
- Karan Huskey reported that the Transfer Center will be conducting UC and CSU application workshops. Karan offered an acclamation to her staff, Dagmar Royer, Lisa Galbreath and Neill Kovrig for the outstanding work they do in the Transfer Center and on the College Fair that was held on Oct. 20, 2008.

Claudia Duran offered acclamations for 4 ASG members who successfully registered 900 students to vote. Duran also named the ASG support of the many programs on campus and acclaimed Marilyn Lunde for all her hard work. The ASG could not survive without her. Joe Madrigal stated that in his 13 years at Palomar, he has not seen an ASG as active as this year's membership. All are to be commended on their leadership, teamwork and success.

The Halloween Escape was successful.

There are currently 30 Clubs on campus.

The ASG has endorsed a Latina Graduation and will help MECHA in any way needed.

ASG is working with Health Services on the Great American SmokeOut Campaign.

The Mission 2B Green Campaign is having great success.

There will be a Recycling Event held on campus.

ASG is assisting with the High School Counselors' Conference that is being held today.

9 Students from the Student Senate attended the General Assembly.

Region X will host the Nov. 14 meeting at MiraCosta College.

ASG assisted with the Phone Banks to solicit donations for scholarships for Palomar students.

Russ McDonald stated more and more Veterans, newly returning from fighting in the wars are in need of stress management and PTSD coping skills. The Counseling Department working with Health Services will have a retreat on March 18, 2009 to discuss stress management.

Herman Lee stated that the Veterans Day program was inspirational and he stated that Katherine Khaskin did a great job of moderating and Shawn is a good leader for the Veterans office.

Tony Cruz reported the increased incidence of tagging on campus. Two suspects were detained by campus police and one was wanted on a warrant by Escondido Police for a possible homicide. Cruz offered an acclamation for Jayne Conway for alerting Campus police when Health Services is short staffed so that if emergencies come up, they will know to contact 911 directly.

Jayne Conway reported that Health Services gets busier as the stress level of the students go up. Health Services is working with the Counseling Department to develop a workshop on stress.

It has been a pleasure working with Phi Theta Kappa on the designated smoking areas. The signs for the designated smoking areas have all been paid for. An Encuentros Club is being formed by one of the Senators. The Club will host an event to collect cigarette butts and clean trash cans on campus.

Health Services is continuing to work on Student Learning Outcomes.

CostCo is offering a free comprehensive hearing test to all of their members.

Mr. Madrigal thanked Ellie Masiello for her willingness to take the minutes of the SSPC meetings during Carol's absence.

The meeting was adjourned at 10:50 a.m. The next meeting is scheduled for November 26<sup>th</sup>. Members will be polled for their availability during this holiday week and for agenda items.