



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
October 28, 2009**

CHAIR: Mark W. Vernoy

MEMBERS PRESENT: D. Casey, J. Conway,
T. Cruz, C. Duran, T. Hernandez, J. Jenkins,
M. Large, H. Lee, L. Meyers,

RECORDER: Janeice Pettit

MEMBERS ABSENT: C. Cathcart, L. Halttunen,
K. Huskey, M. Lopez, L. Romain, S. Titus

GUESTS: V. Chau, A. Varnes

I. Approval of Minutes – October 14, 2009

The October 14, 2009 minutes were approved and accepted into the record by acclamation.

II. Eliminate “Grace Period” For Parking

Tony Cruz discussed with members the Campus Police Committee’s proposal to eliminate the two (2) week “grace period” for student parking each semester. This change is needed for several reasons: Campus Police has difficulty in enforcing the policy; Palomar loses up to approximately sixty thousand dollars (\$60,000) per year in uncollected daily parking permits revenue; Cashier’s office is impacted with last minute parking passes during the first two weeks of school while they are processing other payments (material fees, tuition, etc.). To accommodate the students in adjusting to the change in parking policy, the Campus Police Committee suggested the following steps be taken: visible signage in parking areas, aggressive education campaign using various advertisement media, Campus Police participation in new student “Orientation” sessions. Committee members were encouraged by Mark Vernoy to share this information with their groups before the next Student Services Planning Council (SSPC) meeting.

III. Campus Police Governance Structure

Tony Cruz shared with the members the Campus Police Committee’s proposal to replace the Chief of Police as Chair with a voted committee member (full-time employee) chosen annually. The change is necessary to avoid conflict of interest in police/citizen issues and to bring the committee more in line with the other citizen oversight committees throughout the community. The Chief of Police and the Police Lieutenant will remain on the committee in an advisory capacity.

MSC (Conway/Duran) to change Campus Police Governance Structure.

IV. Cross Enrollment Procedures

Herman Lee gave a brief history of the cross enrollment agreement between four (4) year and two (2) year colleges. He explained the benefits to the students and the impact this agreement has on the learning institution that acts as the “host college”. After careful consideration, it was decided that Palomar College will not participate as a “host college” at this time for the following reasons: students cannot be counted for state funding (FTES); enrollment fees must be waived; major change in the PeopleSoft program for Enrollment Services would be required.

V. H1N1 Flu Update

Jayne Conway shared with the members the latest update on the H1N1 Flu. She dispersed numerous informative flyers including one listing all the local clinics that are currently offering the vaccine to youth under twenty one years of age and those in the high risk category.

VI. Student Wellness Outreach

Jayne Conway shared with the members that Claudia Duran and ASG members are participating in various Student Wellness Campaign outreach activities: Student Flu Kits, Red Ribbon Day, American Smoke Out.

VII. Sharing

Tim Hernandez reported that adjunct Counselors will be returning to work by November 9th and then the Counseling Department will be fully staffed. He requested that the members please encourage students to call for an appointment as soon as possible since counseling appointments are booking fast.

Mark Vernoy shared with the members that there will be an electrical shutdown during Holiday break due to the upgrading of the main campus electrical grid and installation of two new generators. He explained that more information will be forthcoming on whether or not this might pose a problem in reopening the main campus during the first week of January.

Herman Lee reported that Spring registration letters to the students have been mailed. Financial Aid Office is still seven weeks behind in packaging students for financial aid due to the twenty five percent (25%) increase in applications for aid this year.

Claude Duran reported that the Beautification Day was very productive with the removable of ten (10) bags of trash, the collection of one thousand four hundred (3,400) cigarette butts, the cleaning of Student Union Building windows and the repainting of the letter P. The Electronic Recycle/Food event was successful, as well, with the collection of one hundred twenty three (123) car loads of recyclable electronic equipment, two hundred ninety nine (299) cans of food and the donation of two hundred \$24.99 gift certificates from Target.

Tony Cruz announced that the Campus Police Department is gearing up to embark on their annual Christmas Toy Drive for EOP& S. Any toys left over will be donated to Palomar Hospital.

The meeting was adjourned at 10:45am. The next meeting is scheduled for November 11, 2009.