



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

CHAIR: Joseph Madrigal

MEMBERS PRESENT: S. Cathcart, K. French, L. Halttunen, Russ McDonald (for T. Hernandez), K. Huskey, M. Large, H. Lee, Lt. T. Cruz (for T. Plotts), P. Richardson, L. Romain, R. Tait-Brown, S. Titus, C. Duran

RECORDER: Ellie Masiello

MEMBERS ABSENT: J. Conway, T. Frady, M. Lopez

GUESTS: Melissa Talwar, Mary San Agustin

The Student Services Planning Council meeting was called to order by Mr. Joseph L. Madrigal, Chair, at 9:35 a.m. Madrigal welcomed Claudia Duran back and wished a Happy New Year to all. Sherry Titus introduced Melissa Talwar, Student Activities Coordinator. Talwar brings to her new position experience in business, marketing and she has acted as a college agent.

I. Approval of Minutes – December 10, 2008

MSC – Halttunen/Duran The Minutes of the December 10, 2008 meeting were approved.

II. Endorsement of EAP for AIP Funds.

Lynda Halttunen presented a motion for the committee to endorse the Early Acceptance Program (EAP). Given the success of the program in improving the persistence and success outcomes of freshman students, Halttunen would like to see the EAP program given a reliable funding allocation. In the past, Halttunen has relied on assistance from the Foundation to cover the approximate \$90,000 cost of the program. In these times of uncertainty, Halttunen would like to see the program receive priority when the SPC identifies funding resources to support Annual Implementation Plan activities.

Motion to Approve, MSC: Titus/Huskey

Madrigal advised that since this is an operational item, there is no need to take it back to the constituencies. Rather, the item will go forward for information to SPC. Halttunen explained that Kimberly Word and Herman Lee will Co-chair the implementation of EAP this year. Diane McAllister will continue to make the site visits to the high schools. Madrigal spoke with President Deegan about the possibility of Lynda Halttunen providing a presentation about EAP to the Governing board during to the Accreditation Team visit on March 10.

III. Neighborhood Relations Committee (SNRC)

Sherry Titus reported on her work as a commissioner on the SNRC to promote collaboration with rental agents, homeowner associations and landlords in the community who rent to Palomar students. Titus explained the new city ordinance, 5's a Crowd where students can be cited for unruly behavior in the community. The Committee would like Titus to share with us their concerns with renting to Palomar students. Titus receives occasional complaints from the community regarding our students renting properties in the neighborhood. She works with Lt Cruz and feels her participation on this committee insures the safety of Palomar students because she receives a call before the Sheriff's Dept is called.

IV. Veterans Advisory Committee

Mary San Agustin met with the San Diego State University Veterans' Center staff and the president of the Veterans' Club. SDSU has a veteran student population of about 500 and has a Veterans' Center on campus. Palomar serves about 900 veteran students and San Agustin feels we are justified in asking for a Veterans' Center on the Palomar campus. The Veterans Center at SDSU received national publicity which brought a number of donors. SDSU is a recipient of the ACE Walmart Award of \$100,000. SanAgustin reported that she will be completing the application for this year's award. San Agustin is also planning an article in The Telescope to highlight the goals and activities of the Palomar Veterans' Club and, in May she hopes to be able to produce a brochure. San Agustin reported that we have a scholarship available to post 9/11 veteran students and the application is now posted on both the Financial Aid and Veterans' Office Webs. San Agustin also reported that SDSU offers priority registration to all veteran students whereas Palomar presently allows priority registration only to post 9/11 veterans. Herman Lee explained that the rules are more stringent for Community Colleges in this area. However, he would be willing to take the suggestion to expand our priority registration to all veterans to the Registration Committee. Mary San Agustin also corrected the naming of the group on this Agenda. It should be the Veterans Advisory Group since it was not formed through Shared Governance.

V. Dell Computer Update

Sherry Titus provided an update on her work with Dell and Apple Computer Companies to provide educational discounts to students for the purchases of their products. Purchases made through the Palomar Web would return a 3% commission back to Palomar. The contract has been sent to Richard Talmo, Director of the Foundation Office for approval. The commission income will be used for student activities. Apple will be providing advertising on campus and when the Dell contract is signed, more information will be published.

VI. Budget Committee Report

Joseph Madrigal reported that since the State has failed to pass a budget, there has not been a meeting of the Budget Committee.

VII. Updated SSPC Governance Structure Group Request

SSPC recently approved a revised IPC Governance Structure Group Request form. Our proposed SSPC form closely parallels the IPC form. SSPC Members can bring forward any comments and concerns on the proposed SSPC form at the next meeting.

VIII. Staffing Update/Sharing/Announcements/Aclamations

Scott Cathcart reported that Christine Brady has replaced Bonnie Plein as the Academic Department Assistant for the Athletics Dept. Cathcart reported that Buck Taylor, Men's Baseball Coach received accolades as State Coach of the Year, Sheri Jennum, Women's Basketball Coach was inducted into the State Hall of Fame. Cathcart also extended an invitation to a special event on February 14th to raise funds for the WBCA Pink Zone to bring breast cancer awareness on the basketball court and in the community.

Herman Lee reported the increase in financial aid applications due to the slipping economy. Lee also reported on a bill signed by the Governor that waives the general education requirements for nursing students who have earned a BA or MS degree. These students will not receive priority over other students on the waitlist. The programs are still impacted by a 3 year waiting list because there is a limited number of hospitals offering clinical internships required of the degree. Sherry Titus asked if this change to the Ed Code will be well published to forestall grievances by Nursing students. Lee agreed to meet with Judy Eckhart and the Nursing Dept to discuss these concerns.

Lynda Halttunen reported that she spoke at the College Connection Workshops offered for Foster Youth. She is also preparing for her presentation to the Accreditation Team. Halttunen attended the Region X Matriculation Directors Meeting.

Sherry Titus reported that the Inaugural Ceremonies took place in the Diversity Room and were very well attended by students throughout the day. Students were respectful and seemed to be very moved by the displays.

Russ McDonald reported that Counseling has 3 positions that have been approved and one sabbatical position, which will translate into 4 vacant positions. Counseling is planning to hire hourly counselors. McDonald also reported that intake surveys about student needs and knowledge of campus services will be given to students visiting the Counseling Office. This information will be provided to the Accreditation Team.

Lisa Romain reported that 3 adjunct career counselors will be available to address workplace issues: Donna Carter will be at the Escondido Center and both Sarah Ann Moore and Deborah Roberson will be at the San Marcos campus.

Karan Huskey provided 2 flyers for faculty to give to students needing information about transferring and making use of the Transfer Center. She is willing to speak in the classroom about Transfer issues. Huskey asked if a link could be placed in eServices to bring students to the Transfer Center Web. Herman Lee will consider adding a link to the Transfer Center from eServices. Huskey also offered an acclamation for Rick Herren, Senior Evaluator. He is always helpful and is a fountain of knowledge.

Katy French reported that the Library received money to purchase textbooks for students to borrow and many students have taken advantage of the program. The program has generated a lot of traffic in the library. Joe Madrigal asked if the library could display the Cesar Chavez framed pictures that have been displayed in the past in the last week of March. French did not see a problem with the request.

Ruth Tait-Brown reported on another successful ski trip for disabled students. Fifteen students participated in the trip to Lake Tahoe.

Claudia Duran reported that the first meeting of the ASG took place on January 21. The meeting focused on Counseling and Financial Aid issues. The next meeting will be held at Mesa College on January 30th and will focus on gender equality.

Joe Madrigal reported that Carol Moore was married last Saturday and unfortunately her brother suffered a fatal heart attack on the same day. Carol will be on campus on Monday and Tuesday of next week. Madrigal asked that members send their thoughts and prayers to Carol via her campus email address.

Lt. Cruz reported that his department was successful in controlling lot 1 during the first week of classes. Campus Police has enjoyed great success working with the Sheriff's Office in solving and preventing crimes on campus and in the vicinity of the school. Cruz reported the thwarting several recent incidents.. The tough economic times cause different reactions from people and we should report any disturbances right away to Campus Police. Cruz reiterated that he has never enjoyed such an effective collaboration between his department and Sherry Titus, Director of Student Affairs.

The meeting was adjourned at 10:35 a.m. The next meeting is scheduled for February 11, 2009.