The Student Services Planning Council meeting was called to order by Joseph L. Madrigal, Chair, at 9:30 a.m. on April 14, 2004, in Room SU 203.

Mr. Madrigal presented Rick Kratcoski, Grounds Services Supervisor, with the Student Services Employee of the Month award. SSPC members thanked Rick for his dedication to improving the grounds at Palomar College.

I. Approval of Minutes

The February 25, 2004, minutes were approved as submitted.

The March 24, 2004, minutes were approved with the following corrections: Mills was present and Barton attended for P. Brown.

II. Title V Task Force

This item will be brought back at a future meeting.

III. 2004-05 Faculty Requests / Priorities & 2004-05 Requests for Augmentations

Discussion took place regarding faculty position requests and how to prioritize them. The Council received an explanation on the rationalization of hiring additional faculty positions when departments are being asked to watch expenses. Athletics and Counseling Services have both requested four (4) positions. Mr. Madrigal will take these position requests forward after the SSPC has prioritized them at the April 27, 2004 meeting.

IV. Update-Non-Smoking Policy

Ms. Conway reported that Mr. Patton has put the Smoking Task Force Committee under Health Services.
o The Student Group has selected the name S.T.A.R.T. They are hosting an event today rewarding students with food coupons if they know the new Smoking Policy.

o The new signage for the campus may come from the Vista Health Clinic's grant money.

o Ms. Conway presented Buddy Springer with an award for his success with the smoking cessation classes.

o Violations of the new smoking policy should be turned over to Bruce Bishop.

o The American Lung Association gave Palomar an “F” as we do not have specific language in our College policies stating that tobacco or related products are not allowed or advertised on the campus. Mr. Bishop indicated this is true, however, that the internal policy is in place.

V. Sharing

o The Men's Tennis Team and the Softball Team earned Conference Championships. The ten (10) week assessment for the Athletic Department is going well with a 30%-40% return.

o EOPS will be holding a graduation ceremony at the Civic Center on May 7th for graduating EOPS students. Over 1/2 of the scholarships awarded through Palomar College were given to EOPS students.

o Ms. Crowe announced she has accepted the position of TERB coordinator for the next two (2) years.

o TRIO will be honoring their graduating students on May 13th. It was noted that over 1/3 of the TRIO students have a 3.0 or better GPA. The new Office Specialist will begin on May 3rd.

o The Transfer Center is working to assist students to successfully transfer (certification, immunizations, etc.).

o The Bio-Science Workshop will be presented on April 26th.

o Admissions mailed out over 2,000 post cards regarding registration.

o The SSPC self-evaluation forms have been sent to all SSPC members via e-mail. You have two (2) weeks to complete the form and return it to Ms. Barton.

o DRC is hosting a student poetry contest this month. A progressive poem written by the staff will be on display.

o ASG elections will be held on-line this month. There will also be a Cinco de Mayo celebration on campus.

o Mr. Madrigal reported that a Commencement speaker has been selected.

Being no further business, the meeting was adjourned at 11:03 a.m.