



**STUDENT SERVICES PLANNING
COUNCIL MEETING
AGENDA
April 27, 2016**

MEETING TYPE:	<input checked="" type="checkbox"/>	Staff	Date: April 27, 2016
	<input type="checkbox"/>	Product/Project	Starting Time: 9:30 a.m.
	<input type="checkbox"/>	Special	Ending Time: 11:00 a.m.
			Place: MD-155C

CHAIR: Adrian Gonzales **MEMBERS:** Aguilera, Ambrocio, Antonecchia, Cathcart, Cecere, Cory, DiMaggio, Harris, Kretchman, Large, Magnuson, Meyers, Moore, Moss, Nunez, Romain, Spence, Stockert, Titus and Williams.

RECORDER: Michelle LaVigueur

Order of Agenda Items	Attachments	Time Allotted
A. <u>MINUTES</u>		
1. Approve Minutes of April 13, 2016		
B. <u>ACTION ITEMS/FIRST READING</u>		
1. SSPC Council Membership	Exhibit A	80 minutes
C. <u>ACTION ITEMS/SECOND READING</u> – None.		
D. <u>INFORMATION/DISCUSSION ITEMS</u> – None.		
E. <u>COMMITTEE REPORTS</u>		
1. Academic Review Committee		10 minutes
2. Behavioral Health & Campus Wellness Committee		
3. Campus Police Committee		
4. Registration Committee		
5. Scholarship Committee		
6. Student Program Eligibility Appeals Committee		
F. <u>OHER BUSINESS</u>		

Next Meeting: Wednesday, May 11, 2016 in MD-155C



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
April 13, 2016**

CHAIR: Adrian Gonzales

MEMBERS PRESENT: V. Aguilera, J. Ambrocio, R. Antonecchia, G. Bongolan, S. Cathcart, L. Cecere, A. Cunningham, J. Harris, L. Kretchman, M. Large, K. Magnuson, J. Moss, L. Romain, B. Stockert, S. Titus and R. Williams.

RECORDER: Michelle LaVigueur

MEMBERS ABSENT: A. Cory, M. DiMaggio, A. Gonzales, L. Meyers, C. Moore, E. Nunez and M. Spence.

GUESTS:

Order of Agenda Items	Attachments	Time Allotted
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A. MINUTES

1. Approval of Minutes for March 9, 2016

MCS – (Titus/Cunningham): The minutes for March 9, 2016 were approved and accepted into the record with abstentions from Veronica Aguilera, Dr. Glyn Bongolan and Dr. Kendyl Magnuson.

Minutes, agendas and attachments are posted on the following Palomar College website:
<http://www2.palomar.edu/pages/sspc/>

B. ACTION ITEMS/FIRST READING – None.

C. ACTION ITEMS/SECOND READING

1. Proposal to add a Recruitment and Retention Committee Reporting to SSPC – Dr. Kendyl Magnuson Exhibit A 10 minutes

There was discussion regarding the Chair of the committee having a seat on SSPC. The following amendments were made to the membership:

1. Co-Chairs to include:
 - o Manager, Orientation and Follow-up Services
 - o Manager, Outreach
2. (1) Instructional Faculty appointed by the Faculty Senate
3. (1) Counseling Faculty from Counseling Department appointed by the Faculty Senate
4. (1) Counseling Faculty from Categorical Programs appointed by the Faculty Senate
5. (1) Marketing staff appointed by SSPC
6. (1) Systems Module Functional Specialist from Student Services appointed by SSPC
7. (2) Student Services staff appointed by SSPC
8. (1) Grant Funded Student Programs staff appointed by SSPC

Motion: MSC (Titus/Bongolan): A motion was made to add the Recruitment and Retention Committee reporting to SSPC with the membership amendments listed above.

Result: Motion approved.

D. INFORMATION/DISCUSSION ITEMS

- 1. New AA Representative – Jamie Moss**
- 2. Review Student Services PRP's** Exhibit B 50 minutes
 - a. EOPS – Veronica Aguilera reviewed this PRP.

- b. Financial Aid, Veterans and Scholarships – Dr. Kendyl Magnuson reviewed this PRP.
- c. GFSP – Acting VPSS Brian Stockert reviewed this PRP. There were requests to receive the following additional information on this PRP:
 - i. Actual figures for each grant, per student
 - ii. Follow through rates for students who participated in grants and then attended/completed program goals at Palomar College
- d. Student Equity Plan (SEP) – Brian Stockert reviewed this PRP.
- e. Student Success and Support Program (SSSP) – Brian Stockert reviewed this PRP.

3. Discussion of SSPC Council Membership

Exhibit C

20 minutes

Acting VPSS Brian Stockert led the discussion on the members of the SSPC membership. All current positions were reviewed and the following new membership was proposed:

- VPSS
- Dean of Counseling
- Director, Athletics
- Director, Enrollment Services
- Director, GFSP
- Director, Student Affairs
- Chief of Police
- Counseling Chair
- One Faculty representative appointed by Faculty Senate from Instr. Areas
- One Faculty representative who is also on the Faculty Senate
- Research Analyst
- (2) CCE/AFT reps.
- One Student representative appointed by ASG
- One CAST rep from Student Services
- One AA rep.
- One PFF rep. appointed by PFF
- Counselor from Special Populations
- Counselor from Pathways

This list will be sent out to the Council and brought back for First Reading on April 27, 2016.

E. COMMITTEE REPORTS – No reports.

10 minutes

1. Academic Review Committee
2. Behavioral Health & Campus Wellness Committee
3. Campus Police Committee
4. Registration Committee
5. Scholarship Committee
6. Student Program Eligibility Appeals Committee

F. OHER BUSINESS

Meeting was adjourned at 11:04 a.m.

Next Meeting: April 27, 2016

SSPC Shared Governance, Areas and Departments

Shared Governance Areas		Student Services Areas	Student Services Departments
VPSS		Athletics	
Dean, Counseling Services		Counseling Services	<ul style="list-style-type: none"> • Articulation • Assessment • Behavioral Health Counseling • Career Center • Counseling Services • DRC • EOPS/CARE/Foster Youth • Grant Funded Student Programs • 3SP/Student Equity • Transfer Center
AA		Enrollment Services	<ul style="list-style-type: none"> • Admissions • Evaluations & Records • Financial Aid • International Students • Outreach/Student Ambassadors • Veterans
ASG		Health Services Center	
CAST (Student Services)		Campus Police	<ul style="list-style-type: none"> • Parking Services • Police Department
CCE (2 members)		Pride Center	
PFF		Student Affairs	<ul style="list-style-type: none"> • Student Activities • Student Affairs/Discipline • Student Government
Faculty Senate (3 members)			

<p align="center">Current Membership For SSPC</p>	<p align="center">New Proposed Membership For SSPC</p>
<ul style="list-style-type: none"> • VPSS • Dean of Counseling • Director, Athletics • Director, Career Services • Director, Enrollment Services • Director, Health Services Center • Director, Student Affairs • Director, Transfer Center • Chief of Police • Counseling Chair • One Faculty representative appointed by Faculty Senate from Instr. Areas • One Faculty representative who is also on the Faculty Senate • One EOP&S Faculty Member • One DRC Faculty Member • Research Analyst • Two CCE/AFT reps. • One Student representative appointed by ASG • One CAST rep from Student Services • One AA rep • One PFF rep. appointed by PFF • One Faculty representative from the Pride Center 	<ul style="list-style-type: none"> • VPSS • Dean of Counseling • Director, Athletics • Director, Enrollment Services • Director, GFSP • Director, Student Affairs • Chief of Police • Counseling Chair • One Faculty representative appointed by Faculty Senate from Instr. Areas • One Faculty representative who is also on the Faculty Senate • Research Analyst • Two CCE/AFT reps. • One Student representative appointed by ASG • One CAST rep from Student Services • One AA rep. • One PFF rep. appointed by PFF • Counselor from Special Populations • Counselor from Pathways

Current Head Count:

Educational Administrators: 9
Classified: 2
Faculty: 9
CAST: 1
ASG: 1
22 Members Total

New Head Count

Educational Administrators: 9
Classified: 2
Faculty: 6
CAST: 1
ASG: 1
19 Members Total

4/20/2016