



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
May 14, 2014**

CHAIR: Adrian Gonzales

MEMBERS PRESENT: V. Aguilera, R. Antonecchia, S. Cathcart, L. Cecere, J. Conway, P.J. DeMaris, C. Hogquist, M. Large, K. Magnuson, L. Meyers, J. Moss, B. Stockert, D. Studinka, S. Titus

RECORDER: Janeice Pettit

MEMBERS ABSENT: D. Dryden, J. Limberg, C. Moore, E. Nunez

GUESTS:

I. Approval of Minutes for April 23, 2014

MSC (Moss/Conway) The minutes for April 23, 2014 were approved and accepted into the record with one correction.

II. Committee Reports

1. Academic Review Committee

Kendyl Magnuson shared that the committee has reviewed and processed five appeals. The committee has given him permission as Chair to work with P.J. DeMaris and Brian Stockert to review and process any appeals over the summer when the committee is not in session in order not to hold up Spring Commencement.

2. Behavioral Health & Campus Wellness Committee

Brian Stockert gave a brief report of the committee's visit to San Diego City College to review their student mental health program. The committee was very impressed with the college's model which focused on intervention and stabilization; active use of internship programs with other colleges in the region; interaction with instructional staff; strong classroom outreach program.

3. Campus Police Committee

The appointment of Mark DiMaggio as the new Chief of Police for Palomar College was announced at the May 13th Governing Board meeting. The new chief will be sworn in on May 27th.

4. Matriculation & Transfer Committee

No report.

5. Scholarship Committee

Kendyl Magnuson reported that the committee has completed Palomar's scholarship cycle. He further shared that he has begun discussions with Mary San Agustin concerning increasing the effectiveness of our scholarship marketing and outreach to local high school students prior to their freshmen year at Palomar College.

6. Student Equity Committee

Adrian Gonzales reported that the membership for the Student Equity Workgroup has been filled except for the representative from ASG. Membership consisted of the following: Sandra Andre, Cynthia Anfinson, Rosie Antonecchia, Michelle Barton, Melinda Carrillo, Berta Cuaron, Shayla Fox, Adrian Gonzales, Mireya Guetierrez, Gregory Larson, Nimoli Madan, Martha Martinez, Wendy Nelson, Patrick O'Brien, James Odom, Wilma Owens, Kathleen Sheahan, Gary Sosa, Brian Stockert, Diane Studinka, Rocco Versaci, Lori Waite.

Meeting dates were identified as May 29th, June 12th, June 26th and July 1st

7. Student Program Eligibility Appeals Committee

Kendyl Magnuson reported that the committee has reviewed five Financial Aid appeals. One appeal was approved and four appeals were denied. The criteria for evaluating of Financial Aid appeals must be based on Federal regulations.

8. Registration Committee

Kendyl Magnuson reported that the committee will meet tomorrow, Thursday, May 15th. They will be reviewing appeals from groups petitioning to be included under the "Special Programs" section of the updated Priority Registration Policy. Athletics and TRIO/SSS are the two groups petitioning at this time.

9. International Student Committee

Kendyl Magnuson reported that the California English School's petition for accreditation was denied. Palomar College has stopped issuing I-20's and is now looking into its legal options concerning this matter.

III. Action Items

There were no action items.

IV. Informational Items

1. Formative Evaluation

Vice President Gonzales encouraged the committee to complete the Planning and Research Council's annual self-evaluation survey by Friday, May 16th.

2. Title V Grant Update

Palomar College will not be applying for the Title V Grant this year. The timeline was too tight for obtaining all the needed information. Palomar will strongly consider applying for this grant when it becomes available in the future.

3. 3SP Progress Update

Vice President Gonzales shared with the committee that he gave an over review presentation of the 3SP Task Force to the Governing Board on May 13th. The following are some of the highlights:

- Reviewed the report timeline: during summer draft up report; present draft to SPC on October 1st; present draft to Faculty Senate on October 25th; present final report as an informational item to the Governing Board on October 14th; submit the final report to the State on October 17th.
- Stressed how the priority components were directly tied into the funding.
- Explained that 3SP Task Force was an institutional effort with a total of sixty one participants including three Chairpersons, thirty four Faculty, ten Classified, seventeen CAST/AA from departments throughout campus.
- Shared how 3SP Task Force assigned six workgroups to research the needed information for the state report. The name of each workgroup and the key highlights of their findings are as follows:
 - Assessment Workgroup recommends increase career and aptitude assessment testing; increase class courses and workshops offered that prepare students for assessment testing; increase staffing to support these additional courses and workshops.
 - Counseling/Advising Workgroup recommends the need to differentiate the concept of counseling from that of advising; the need to develop educational plans and degree audit programs; the need to develop technology tools for tracking MIS.

- Follow Up Services For At-Risk Students Workgroup recommends the need to expansion on our existing Early Alert program, increase the use of technology tools and strengthen collaboration between EOPS, Summer Bridge program, etc.
- Orientation Workgroup recommends that the comprehensive orientation be updated to include all eight criteria listed on the Orientation Checklist and that all students be require to view or participate in an orientation prior to being eligible to register for classes for first time.
- Outreach and Marketing Workgroup recommends Better collaboration between Student Services and the faculty; more strategic approach for obtaining needed information for targeting student populations at various high schools; more conferhisice approach that mirrors EAP; increase use of enhance technology.
- Policies & Procedures Workgroup recommends: working on the enrollment process, the pre-requisites process, the exemptions process

V. Other Business

None

Meeting adjourned at 10:45 A.M

Next Meeting: September 10, 2014