



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
October 22, 2014**

CHAIR: Adrian Gonzales

MEMBERS PRESENT: V. Aguilera, R. Antonecchia, S. Cathcart, J. Conway, B. Crawford, M. DiMaggio, M. Large, K. Magnuson, L. Meyers, J. Moss, L. Romain, B. Stockert, D. Studinka and S. Titus

RECORDER: Michelle LaVigueur

MEMBERS ABSENT: L. Cecere, D. Dryden, L. Kretchman, C. Moore and E. Nunez

GUESTS: M. Brannick

A. MINUTES

1. Approval of Minutes for October 8, 2014

MSC – (Moss/Titus): The minutes for October 8, 2014 were approved and accepted into the record.

B. ACTION ITEMS

1. Student Equity Plan – Second Reading

VP Gonzales reported that the Student Equity Plan has been approved by Faculty Senate and SPC. There were modifications requested by Faculty Senate to change the language in the following areas:

- Each “Goal” section was modified to include: “Provide extensive outreach and support services for (insert target group), including but not limited to advising, mentoring, and tutoring; improved access to services; and face-to-face connections and support with faculty.”
- The Group Responsible section was modified to include the Faculty Senate President.

The Executive Summary was also modified to clarify disproportionate impact.

Motion: MSC (Titus/Magnuson): A motion was made to approve the Student Equity Plan with the modifications suggested by Faculty Senate as well as the changes to the Executive Summary.

Result: Motion approved

C. INFORMATION ITEMS

1. Palomar Pride Center – Future Vision

Monika Brannick, Professor in Mathematics and Co-Director of the Pride Center (not a paid position) gave an overview of the Pride Center, LGBTQA Club and Palomar College Committee to Combat Hate (PC3H – established in 2009). Monika and Abbie Cory (Professor, English) are Co-Directors of the Pride Center and Co-Chairs of PC3H. She noted that LGBTQ students are not being tracked at this time at Palomar College, but need to be. The Pride Center currently occupies four rooms and another room will be added shortly in the ST wing. Approximately 120 students visit the center a week. The Center is open four days a week from 11:00 a.m. – 5:00 p.m. and is staffed by the Center assistant. The PC3H, overseeing the Pride Center, submitted a proposal a couple years ago to the Vice President of Instruction and the Vice President of Student Services asking for its own facility because of security reasons for LGBTQ students and staff and also for the creation of a permanent director. VP Gonzales met with Monika and Abbey to discuss where the Pride Center might fit within the shared governance process. He suggested it might make the most sense for them to be given a permanent seat on SSPC. This item will be brought back for discussion at the next meeting.

2. Registration Committee recommendation to move Fall semester registration to Spring semester

Dr. Kendyl Magnuson reviewed the pros and cons of moving Fall registration to Spring semester. The benefits include having a student-centered approach and more availability of resources for students. Kendyl suggested setting aside a Saturday to Saturday period (8 days) in the Spring to bring new students on campus for orientation and registration. We would provide all the services they need in one location, at one time. Some of the hurdles to this idea involve PeopleSoft, Financial Aid regulations, class scheduling formation and internal Enrollment Services issues. It was suggested that a workgroup be created to work through the hurdles as well as a parallel technical workgroup. There was support and consensus to move forward with this idea.

3. Staffing Plan Priority Process

VP Gonzales reported we will use the same process as last year. This process includes department level discussions regarding the information going into the PRP's, department managers will then bring this information to the VP Cabinet meeting for discussion and ranking of positions. The rankings will be brought to SSPC for discussion and review. There was consensus to continue using this process.

D. COMMITTEE REPORTS –

1. **Academic Review Committee** - No report, committee has not met since last SSPC meeting.
2. **Behavioral Health & Campus Wellness Committee** – Committee met and discussed protocols for Mental Health Counselor referrals. Dean Stockert met with Chief DiMaggio and one of the Mental Health Counselors to discuss crisis protocol issues and a subsequent meeting will be arranged with the committee to formalize the process.
3. **Campus Police Committee** – Committee met and is in the process of looking for a Committee Chair.
4. **Matriculation & Transfer Committee** – No report.
5. **Scholarship Committee** – The Financial Aid office has worked with the Foundation to purchase a third-party vendor to help monitor scholarship applications. They will be meeting in the next week to work towards implementing this by January 2015. Funds were identified that were left over from donors who did not want the funds back. These funds are being used to create a supplemental scholarship in the late Spring for new admits.
6. **Student Equity Committee** – No report.
7. **Student Program Eligibility Appeals Committee**- The committee has met with four students. They are working to finalizing one case.
8. **Registration Committee** – This was covered in the Informational Items.

E. Other Business

VP Gonzales reminded members to be on time as we need ten people present to have a quorum.

Meeting was adjourned at 10:58

Next Meeting: November 12, 2014