



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
February 11, 2015**

CHAIR: Adrian Gonzales

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

RECORDER: Carol Moore

MEMBERS ABSENT: M. Large and C. Moore

GUESTS: Michael Maines and Mary San Agustin

A. MINUTES

1. Approval of Minutes for January 28, 2015

MSC – (Titus/Dryden): The minutes for January 28, 2015 were approved and accepted into the record.

Minutes, agendas and attachments will be posted on the following Palomar College website:

<http://www2.palomar.edu/pages/sspc/>

B. ACTION ITEMS – None.

C. INFORMATION ITEMS

1. Mark DiMaggio to introduce new Police Sergeant, Michael Maines

The Council introduced themselves to our new Police Sergeant, Michael Maines. Michael introduced himself to the Council and briefly discussed his training and educational background. Recent restructuring will now include the Chief of Police, two Police Sergeants, Police Officers and Community Service Officers.

2. Financial Literacy Program – Mary San Agustin

Mary San Agustin presented information about a Financial Literacy Program, which is an initiative coming out of the Chancellor's Office. The program will educate students in varying age brackets on how to manage and stretch their dollars while attending college. The colleges are being asked to identify implementation teams that include faculty, Student Affairs, Financial Aid and management support. Materials will be available on the Chancellor's website and our job will be to inform students via brochures, workshops, etc.

3. SSEC Membership

VP Gonzales announced the two SSEC members appointed by SSPC both should have been faculty members. There was discussion on changing the Governance Structure verbiage to reflect "a" member appointed by SSPC instead of "faculty" member appointed by SSPC since we are currently having difficulty recruiting members. VP Gonzales will have a conversation with VP Cuaron and Greg Larson about the issue and report back SSPC.

Motion: MSC (Moss/Antonecchia): A motion was made for VP Gonzales to speak with the SSEC Co-Chairs to propose a language change to the membership to include one faculty member and one member at-large from SSPC.

Result: Motion approved.

4. Early Alert

VP Gonzales reviewed the current Early Alert process on campus. He advised SSPC that there will be a Starfish presentation on February 27th at SSEC to start the discussion on implementing a more automated process.

5. **Strategic Master Plan**

VP Gonzales advised that SSPC has made progress on completing this year's goals and reviewed the following tasks that have been completed to date:

- SSSP and Student Equity Plans have been completed.
- An Outreach team has been identified and a diverse group of student ambassadors have been hired. We are currently working on establishing a Retention team.
- This spring, discussion will be initiated on expanding the FYE Program and student awareness.
- The SSSP workgroups are being developed.
- The Staffing Plan was completed for SSPC and is on track for submission to HR.

D. **COMMITTEE REPORTS** –

1. ***Academic Review Committee*** – No report.
2. ***Behavioral Health & Campus Wellness Committee*** – Lori Meyers reported that the committee will meet for the first time this spring tomorrow. The website that has been developed will be reviewed at tomorrow's meeting and will go live shortly.
3. ***Campus Police Committee*** – No report.
4. ***Scholarship Committee*** – The Scholarship application is now available through March 6th. Students need to opt-in on eServices to have accessibility.
5. ***Student Program Eligibility Appeals Committee*** – No report.
6. ***Registration Committee*** – No report.

E. **Other Business** –

- VP Gonzales asked the Council to review the PRP requests they submitted and let us know if there are any outstanding items which can be funded by the remaining \$13,000.00 left over from the SPPF funds.
- VP Gonzales congratulated Sherry Titus for receiving the ACCA Excellence in Leadership award.
- Rosie Antonecchia announced that the Career Center will host a Career Discovery Day on campus on April 1st. She asked the Council to help promote this event and flyers will be sent out soon.
- Diane Studinka mentioned support is needed by the campus for the Workforce & Community Development department. VP Gonzales announced that he and Rosie Antonecchia attended a Career and Technical Education (CTE) meeting in San Diego on Friday and that Palomar College will be receiving \$90,000.00 to promote CTE.
- Rosie Antonecchia announced that nation-wide internship availabilities have been posted on Blackboard.

Meeting was adjourned at 10:55 a.m.

Next Meeting: February 25, 2015