



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
April 22, 2015**

CHAIR: Adrian Gonzales

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

RECORDER: Michelle LaVigueur

MEMBERS ABSENT: A. Gonzales, M. Brannick, S. Cathcart, D. Dryden, C. Moore and D. Studinka.

GUESTS:

A. MINUTES

1. Approval of Minutes for April 8, 2015

MSC – (Moss/Titus): The minutes for April 8, 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. Commencement 2015 – Sherry Titus reported that postcards were sent out to all eligible graduates notifying them of the Commencement Ceremony on Friday, May 15, 2015 at 5:00 p.m. on the Football Field. The processional this year will take place through parking lots 1 and 2 in order to allow for easier access to the restrooms in the A building. Parents will have an opportunity to take pictures as the students walk onto the track. Parking lots 1 and 2 will be available for disabled and VIP parking only, but will be closed to staff on May 15, 2015. An insert will be added to the commencement brochure for retirees. Jamie Moss mentioned that the Student Ambassadors will be willing to assist a. The Student Affairs office would like feedback on the new processional process.

2. Discussion of SSPC Council Membership - Dr. Magnuson reminded the council that they were to bring feedback to the group regarding the Council having accurate representation across the constituent groups and in various centers on campus. Specifically, the Administrative Association requested a seat on SSPC at the March 25, 2015 meeting and this brought up discussion regarding the Assessment Center, Veterans Center and others having a seat as well. CAST representative, Jamie Moss reported that one CAST member suggested having representation from the Tutoring Committee and Information Services to ensure online student success. Rosie Antonecchia reported that Jose Luis Ramirez, Assessment Coordinator in Counseling would like to have a seat on SSPC. There were no objections by CAST to adding the AA representative and the Assessment Coordinator to SSPC. There was discussion on the Veterans Center having a seat on the Council and concern that the Council does not become too large. It was suggested that we create a chart clarifying what areas are currently being represented in each role before we add more members. This will help make any overlap more visible.

Motion: MSC (Nunez/Aguilera): A motion was made to create a chart of the current council members and define the areas they are representing on campus.

Result: Motion approved.

3. **Staff Planning** – Dr. Magnuson encouraged members to attend the All College Forum from 2:00 – 4:00 p.m. this Thursday, April 23, 2015 in the Governing Board room.
 4. **Smoking Policy** – Dr. Magnuson reported that vaping will soon be included in the no-smoking policy. There was discussion on issuing fines across the board for those who smoke on campus.
 5. **FTES Projections** – Dr. Magnuson reported we are down approximately 3.5% in FTES for spring 2015 enrollment compared to last year. Based upon the current numbers, it will not be mathematically possible for the college to reach the large college cap for this next fiscal year and we will be considered a medium college going into next fiscal year.
- D. **COMMITTEE REPORTS** – No reports.
1. **Academic Review Committee** – No report.
 2. **Behavioral Health & Campus Wellness Committee** - Lori Meyers reported that Active Minds and Health Services Center is sponsoring Love on a Leash therapy dogs on Wednesday, April 29th from 10:00 a.m. – 2:00 p.m. at the Student Union for National Stress-Out Week. There will also be a presentation titled “Anxiety/Depression and the College Student” with Licensed Professional Clinical Counselor, Ian Aman on Thursday, April 30th from 12:00 – 1:00 p.m. in H-306.
 3. **Campus Police Committee** – No report.
 4. **Scholarship Committee** – No report.
 5. **Student Program Eligibility Appeals Committee** – No report.
 6. **Registration Committee** – No report.
- E. **Other Business** –
1. **Student Success and Equity Council report** – No report.
 2. **Comet Information Exchange** – <https://www2.palomar.edu/pages/ciel/> - Dr. Magnuson reported that the Comet Information Exchange is website that was developed by Larry Lawson, Cindy Anfinson, Erin Feld, Kelly Falcone and Shayla Sivert, with help from Michelle Barton. The purpose was to eliminate overlap and integrate discussions and activities surrounding the implementation of state initiatives such as 3SP, Student Equity and Career Pathways.

Meeting was adjourned at 11:00 a.m.