



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
October 26, 2016**

CHAIR: Adrian Gonzales

MEMBERS PRESENT: Cecere, Cory, Cunningham, DiMaggio, Harris, Hopp, Large, Magnuson, Meyers, Moss, Nguyen, Nunez, O'Brien, Perez-Corona, Shoop, Springer, Titus and Williams.

RECORDER: Michelle LaVigneur

MEMBERS ABSENT: Antonecchia, Cathcart, Moore and Stockert.

GUESTS:

Order of Agenda Items	Attachments	Time Allotted
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A. MINUTES

1. Approval of Minutes for October 12, 2016

MSC – (Cunningham/Cecere): The minutes for October 12, 2016 were approved and accepted into the record with an abstention from Chris Hopp.

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 – None.

D. INFORMATION/DISCUSSION ITEMS

1. New Member – Deanna Shoop, Manager of Outreach 5 minutes

2. Update on Student Services District BP/AP Exhibit A 40 minutes

All of the Student Services BP/AP's listed below were reviewed and will be sent forward to the Policies and Procedures committee.

- a. AP 5012 – International Students: There were no changes to this AP.
- b. BP 5030 – Fees: All of the descriptions were deleted as they are listed in AP 5030.
- c. AP 5030 – Fees: The payment plan will be added to this AP under Collection and Refund of Fees.
- d. BP 5420 – ASG Financial Management: There were no changes to this AP.
- e. AP 5420 – ASG Financial Management: Student Services was changed to Administrative Services to reflect the handling of ASG deposits.
- f. BP 5757 – Parking: – There were no changes to this BP.
- g. AP 5757 – Parking: – There were no changes to this AP.

3. NaBITA Training October 18 – 21, 2016 20 minutes

Judy Harris gave an update on the NaBITA training that took place October 18-21, 2016. The Crisis Intervention team which includes Counseling, Student Affairs, Behavioral Health Counseling and Campus Police will be meeting on a monthly basis to review threat assessment, crisis management and case load management.

E. COMMITTEE REPORTS 10 minutes

1. Academic Review Committee - Dr. Kendyl Magnuson reported that this committee meets as needed. They have received three files to review and are considering an online polling system for committee members as they had difficulty reaching a quorum.
2. Behavioral Health & Campus Wellness Committee - Judy Harris and Sherry Titus reported that they met a few weeks ago and are in the process of updating their website and resources.
3. Campus Police Committee - Chief DiMaggio reported they met last week and are in the process of identifying a new chairperson.
4. Registration Committee - Dr. Kendyl Magnuson reported they finished working on the first round of the registration calendar and will begin working on a 2-year academic calendar in spring 2017.
5. Scholarship Committee - No report.
6. Student Program Eligibility Appeals Committee - No report.

F. OTHER BUSINESS

15 minutes

1. Town Hall Forums – November 2, 2016

VP Gonzales announced that President Blake will be holding two Town Hall Forums on Wednesday, November 2, 2016 in the Governing Board room. The first will be from 9:30 – 10:30 a.m. and the second will be from 3:30 – 4:30 p.m.

2. Vice President of Human Resource Services update – VP Gonzales reported that the first level interviews for the VP of Human Resources will be on Friday, October 28, 2016.

3. Accreditation Site visit on October 24, 2016

VP Gonzales reported that the site visit from the ACCJC evaluation team on Monday, October 24, 2016 went well. The visit began at the Camp Pendleton site at 7:30 a.m. and wrapped up on the main campus by 2:00 p.m. The recommendations addressed were adequate tutorial support for online students, services at Camp Pendleton commensurate with the offerings at the San Marcos campus and that all constituent groups have an opportunity to serve on councils, committees, subcommittees, task forces and workgroups. We submitted a report addressing these concerns and walked them through the steps we have taken to align with these recommendations. Next, the team will write a report based on the information we provided and will submit it to ACCJC. ACCJC will then respond with a final recommendation.

4. Palomar Promise – VP Gonzales reported that we have partnered with the San Marcos Promise (SMP) to provide financial support to high school graduates from San Marcos Unified School District (SMUSD) who choose to attend Palomar. The SMP has academic and college readiness criteria that must be met in order for students to receive the “Promise” funding.

Dr. Blake has asked that we expand the Palomar Promise to include all high school graduates in our service area. The Palomar Promise will not have any specific criteria other than the requirements that a student graduates from an eligible high school in our service area and that they complete the FAFSA and BOG applications. More information will be coming out regarding the two promise programs.

Meeting was adjourned at 11:04 a.m.

Next Meeting: November 9, 2016