



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
December 14, 2016**

CHAIR: Adrian Gonzales

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

RECORDER: Michelle LaVigneur

MEMBERS ABSENT: Cory, Harris, Hopp and Moore.

GUESTS:

Order of Agenda Items

Attachments

Time Allotted

A. MINUTES

1. Approval of Minutes for November 9, 2016

MSC – (Titus/Cecere): The minutes for November 9, 2016 were approved and accepted into the record with abstentions from Jamie Moss and Jessica Perez-Corona.

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. Review 2016-17 PRP's

Exhibit A 40 minutes

- a. Assessment – Dean Stockert reviewed this PRP.
- b. Career Center – Rosie Antonecchia reviewed this PRP.
- c. DRC – Instructional – Dean Stockert reviewed this PRP.
- d. DRC –Non-Instructional – Dean Stockert reviewed this PRP.
- e. Evaluations & Records – Dr. Magnuson reviewed this PRP.
- f. Financial Aid, Veterans & Scholarships – Dr. Magnuson reviewed this PRP.
- g. Police Department – This PRP was tabled until the next SSPC meeting on February 8, 2017.

2. Update on Student Services District BP/AP

Exhibit B 30 minutes

The following Chapter 5, Student Services Board Policies & Administrative Procedures were reviewed by SSPC and will now move forward to the Policies and Procedures committee for further review.

- a. BP 5000 – Student Responsibility
- b. BP 5010 – Admissions and Concurrent Enrollment
- c. BP 5015 – Residence Determination
- d. BP 5020 – Nonresident Tuition
- e. BP 5035 – Withholding of Student Records
- f. BP 5040 – Student Records: Directory Information/Privacy
- g. BP 5045 – Student Records: Challenging Content and Assess Log
- h. BP 5050 – Student Success and Support Program
- i. BP 5052 – Open Enrollment
- j. BP 5055 – Enrollment Priorities
- k. BP 5075 – Course Adds and Drops
- l. BP 5110 – Counseling Services

- m. BP 5120 – Transfer Center
- n. BP 5130 – Financial Aid, Veterans & Scholarship Services
- o. BP 5140 – DSPS/DRC
- p. BP 5150 – EOPS
- q. BP 5200 – Health Services
- r. BP 5210 – Communicable Disease
- s. BP 5220 – Shower Facilities for Homeless Students
- t. BP 5300 – Student Equity
- u. BP 5400 – ASG
- v. BP 5410 – ASG Elections
- w. BP 5510 – Off-Campus Student Organizations
- x. BP 5570 – Student Credit Card Solicitors
- y. BP 5700 – Athletics
- z. BP 5900 – Prevention of Identity Theft in Student Financials
- aa. AP 5010 – Admissions and Concurrent Enrollment
- bb. AP 5013 – Students in the Military
- cc. AP 5020 – Nonresident Tuition
- dd. AP 5031 – Instructional Material Fees
- ee. AP 5035 – Withholding of Student Records
- ff. AP 5040 – Student Records, Directory Information and Privacy
- gg. AP 5045 – Student Records – Challenging Content and Access Log
- hh. AP 5050 – SSSP
- ii. AP 5052 – Open Enrollment
- jj. AP 5150 – EOPS
- kk. AP 5200 – Student Health Centers
- ll. AP 5210 – Communicable Disease
- mm. AP 5220 – Shower Facilities for Homeless Students
- nn. AP 5400 – ASG
- oo. AP 5410 – ASG Elections
- pp. AP 5570 – Student Credit Card Solicitors

3. **Update on new PRP forms** – Tabled. 10 minutes

E. **COMMITTEE REPORTS** – Tabled. 10 minutes

- 1. Academic Review Committee
- 2. Behavioral Health & Campus Wellness Committee
- 3. Campus Police Committee
- 4. Registration Committee
- 5. Scholarship Committee
- 6. Student Program Eligibility Appeals Committee

F. **OTHER BUSINESS**

- 1. **New Student Services Center Update** – VP Gonzales reported that we are focused on all of Student Services being housed in the new Student Services Center. More information will be forthcoming over the next couple of months.
- 2. **Palomar Promise Update** – VP Gonzales reported that the focus of the Palomar Promise has shifted from a Financial Aid focus to more of a comprehensive Student Success initiative. A proposal will be submitted to the Chancellor's Office by February 3, 2017 for \$750,000.00 over two years to enhance the Palomar Promise to include the following five components:
 - a. Financial Aid
 - b. College preparation
 - c. First Year Experience (FYE) program
 - d. Second Year Experience (SYE) program
 - e. Completion

3. **Governing Board meeting on December 13, 2016** – VP Gonzales reported that our new Trustee, Nina Deerfield was sworn in at this Governing Board meeting. He also reported that the following retirements, effective June 30, 2017 were approved:
 - a. Rich Talmo, Director of Development
 - b. Mark DiMaggio, Chief of Police
4. **Current Climate on Campus** – VP Gonzales reported that many in our campus community are feeling either uncertainty or discomfort around the recent elections. He advised that our first focus is to support one another and foster a climate of inclusion. There will be more discussion in the coming weeks and months to allow faculty, staff and students to process any changes that may come forward. A website will be created where credible information will be housed in relation to this topic.

Meeting was adjourned at 11:07 a.m.

Next Meeting: February 8, 2016