



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
April 12, 2017**

CHAIR: Adrian Gonzales

MEMBERS PRESENT: Antonecchia, Cathcart, Cecere, Cory, DiMaggio, Harris, Large, Magnuson, Meyers, Nguyen, O'Brien, Pell, Shoop, Stockert, Titus and Williams.

RECORDER: Michelle LaVigueur

MEMBERS ABSENT: Hopp, Moore, Moss, Nunez and Springer.

GUESTS:

Order of Agenda Items	Attachments	Time Allotted
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A. MINUTES

1. Approval of Minutes for March 22, 2017

MSC – (Titus/Cecere): The minutes for March 22, 2017 were approved and accepted into the record with abstentions from Abbie Cory and Ryan Williams.

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

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| <p>1. <u>Pronouns and Preferred Names</u> – Abbie Cory</p> <p>http://www.theblaze.com/news/2016/12/30/my-pronouns-are-college-library-workers-wear-buttons-announcing-preferred-gender-pronouns/</p> <p>Abbie Cory reviewed this website and passed around a sample button showing preferred gender pronoun names. Sherry Titus advised that she will take this information to the ASG and discuss funding the buttons through them. VP Gonzales mentioned bringing awareness of this forward during Plenary and Club rush during the fall of 2017 and then bringing it forward on a yearly basis. Sherry and Abbie will meet to discuss planning these events.</p> | <p>15 minutes</p> |
| <p>2. <u>Need Member from SSPC to Serve on SSEC</u></p> <p>VP Gonzales advised the Council that there is a position available on SSEC for a faculty member from SSPC. The SSEC will be holding meetings in the summer of 2017 due to the integration of the SSSP/SE/BSI plans. Abbie Cory showed interest and will advise the Council if she plans on serving.</p> | <p>Exhibit A
10 minutes</p> |
| <p>3. <u>Career Center Director</u> – Patrick O'Brien</p> <p>Patrick reported that historically the person in this position has been a Faculty Counselor who receives 50% release time to serve as the Career Center Director. The Counseling department has proposed changing this position to a full-time Educational Administrator. This change was listed as an action item on the Counseling department's agenda at the March 22, 2017 meeting and the motion passed. Patrick presented a list of pros and cons around this change. VP Gonzales reported that we will discuss this as an institution and review other Career Center models in the region. He recommended that each constituent group discuss this with their members and bring any feedback to the SSPC meeting on April 26, 2017.</p> | <p>15 minutes</p> |
| <p>4. <u>Resources for Homeless Students</u> – Sherry Titus</p> <p>Sherry reported that the student food and housing insecurities have become more prevalent at our institution. She suggested we create a Task Force to support this group of students. Lisa Cecere, Mark DiMaggio, Dr. Kendyl Magnuson, Lori Meyers, Michelle LaVigueur and Sherry Titus offered to be part of this team to ensure that resources are available for this student group. Lori Meyers mentioned that the website http://www.211.org/ is a free and confidential service that helps the community find local resources.</p> | <p>15 minutes</p> |
| <p>5. <u>Student Health Centers:</u></p> | <p>15 minutes</p> |

- a. **SHC Departmental Visits** – Judy Harris and a Behavioral Health Counselor have been attending department meetings to inform them about our student health services.
 - b. **HIPAA/FERPA Seminar** – This seminar which is sponsored by the Chancellor’s Office will be held on Friday, 4/21/17 in SSC-1. There will also be a Subpoena workshop immediately following at 2:30 p.m. in the same location.
 - c. **Mini Grant for May Mental Health Month** – The Student Health Centers received a \$1,000.00 mini grant to help support Mental Health Awareness.
6. **Update on Student Services District BP/AP** Exhibit B 10 minutes
VP Gonzales reported that the following Student Services Board Policies and Administrative Procedures were sent to the Council for feedback. There were no suggested edits from the Council. They will be moved forward to Policies & Procedures, SPC and then to the Governing Board for final approval.
- a. AP 5130 – Financial Aid, Veterans’ & Scholarship Services
 - b. AP 5055 – Enrollment Priorities
- E. **COMMITTEE REPORTS** 10 minutes
1. **Academic Review Committee** – Dr. Magnuson reported that they have two petitions they are reviewing.
 2. **Behavioral Health & Campus Wellness Committee** – Dean Stockert reported they will meet on April 13, 2017. They are working on their website, peer educator and mental health training.
 3. **Campus Police Committee** – Mark DiMaggio reported that Connie Sterling has agreed to be the Chair of this committee. They are re-routing cars around the Early Childhood Education Lab School to improve safety.
 4. **Registration Committee** – Dr. Magnuson reported that they met last month and covered the following:
 - a. New legislation was released from the Chancellor’s Office stating that students with a homeless insecurity can achieve priority registration I and BOGW eligibility for up to 6 years.
 - b. The FYE program submitted a request which was approved for students in their 2nd term to receive priority registration level 4.
 5. **Scholarship Committee** – Dr. Magnuson reported that they received 390 applications and 140 did not complete all the steps. 250 were submitted and completed and \$157,000 was awarded.
 6. **Student Program Eligibility Appeals Committee** – Dr. Magnuson reported that they have not received any petitions this year.
- F. **OTHER BUSINESS**
1. VP Gonzales reported that Sexual Assault Awareness posters were created and are being posted in each classroom.
 2. VP Gonzales reported on the following hiring updates:
 - a. The VPHRS search has failed twice and we will be going out for a third search.
 - b. The new VPI will be announced this week.
 - c. Kathy Kailikole, Ed.D. has been selected as the permanent Dean of Mathematics and the Natural and Health Sciences. Her effective date will be July 1, 2017.
 - d. The search committee for the Foundation Executive Director is meeting this week. The goal is to have a new director in place this June 2017.
 - e. The search committee for the permanent Student Health Services Director is in place.
 - f. The search committee for the Chief of Police is in place.
 - g. A DRC Director has been selected, pending Governing Board approval on May 9, 2017.
 3. VP Gonzales reported that we are working on establishing better parameters around applying for grants. Supervisors and managers should be advised of any grants that an employee may apply for.
 4. Building projects:
 - a. We are in the process of developing plans for the new Student Services building and the new Athletics complex.
 - b. The work on the South Center and North Center are under way.
 - c. The Veterans Center should be ready for fall 2017.
 - d. The Camp Pendleton Education Center will be relocating to a new building by spring 2018.
 5. VP Gonzales reported that we have received over 750 applications for FYE and of those; over 500 were eligible for the Palomar Promise.
 6. Lori Meyers reported that there have been some challenges at the DRC with multiple measures. VP Gonzales suggested that she meet with Michelle Barton to address this concern, as IRP already has a group of people addressing this.

Meeting was adjourned at 11:05 a.m.

Next Meeting: April 26, 2017