



**STUDENT SERVICES PLANNING  
COUNCIL MEETING  
MINUTES  
February 14, 2018**

**MEETING TYPE:**

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- Staff**
- Product/Project**
- Special**

**Date:** **February 14, 2018**  
**Starting Time:** **9:30 a.m.**  
**Ending Time:** **11:00 a.m.**  
**Place:** **AA-140**

**CHAIR:** **Adrian Gonzales**

**MEMBERS:** Cecere, DeMaris, Harris, Hopp, Kelber, Large, Magnuson, Moore, Moss, O'Brien, Shoop, Springer, Stockert, Titus

**RECORDER:** **Jill D'Errico**

**ABSENT:** Cathcart, Cory, Meyeres, Moore, Nguyen, Pell, Ventimiglia, Williams

**Quorum Met**

**Start Time: 9:30am / Ended: 11:06am**

**A. MINUTES**

1. Approve Minutes – December 13, 2017
  - a. Tabled – Will be reviewed for next meeting.

**B. ACTION ITEMS/FIRST READING – None**

**C. ACTION ITEMS/SECOND READING – None**

**D. INFORMATION/DISCUSSION ITEMS**

1. Guided Pathways Plan – State is requiring that we develop a plan to implement Guided Pathways. Must participate in order to receive funding. Five years to implement plan. Once plan is submitted, funding will start. Outline is included in attachment titled “Phase One Plan: Palomar College Guided Pathways”. On February 27, draft of plan will be put before the Board for review/input/approval. Jack and Travis are taking the lead and all suggestions should be forwarded to them.
2. Review of PRP Budget – Need a discussion on how departments can work together and utilize similar supplies/equipment as we design a “One Stop” Center. Will review to see which requests we will be able to handle this fiscal year.
3. *Redesigning America’s Community Colleges* – Read chapters 1 and 2 for review during meeting. There are “coffee talks” scheduled for people to meet and discuss the book.

**E. COMMITTEE REPORTS**

1. Academic Review Committee – Petitions related to modifications to the Academic and Renewal Policy have been reviewed. The policy stands.
2. Behavioral Health & Campus Wellness Committee – Peer Educators Group pilot is going well. Mental Health Grant of \$250,000 over 28 months has been received. A Behavioral Health Coordinator is to be hired. There are discussions of a “self-assessment” software to be integrated.
3. Campus Police Committee – Parking structure is open and the emergency phones will be ready shortly. Until then, there are frequent patrols through the structure. The Campus Police offices will open in April. Emergency phones for the Escondido facility are in progress.

4. Registration Committee – Started reviewing the calendar for next year. The registration dates for the summer and fall semesters have been finalized. They are working on a 2-year planning cycle.
5. Scholarship Committee – Applications are accepted through March 2. Please encourage students to apply.
6. Student Program Eligibility Appeals Committee – Vast majority of appeals are coming from Financial Aid. Issues are being resolved at the Director level. An increase in communication appears to be reducing the number of appeals.

**F. OTHER BUSINESS**

1. Administrative Specialist I for Behavioral Health Counseling Services (full time) – Judy Harris – Hiring has been repeatedly delayed due to HR having to deal with staffing issues that are currently in progress. An offer for an admin specialist position has been accepted by a candidate. Vet Center position has been filled and the person will start in mid-March. Temporarily receiving help with accounting/budget matters.
2. Vet Center Behavioral Health Counselor (part time) – Judy Harris – Position has been filled and the person will start in mid-March. Vet Center grand opening is March 16.
3. Out of Class position replacement for Student Health Administrative Assistant (full time) – Judy Harris – Part-time “np” is working for now.
4. Transfer Advisory Council – PJ DeMaris – Will be discussed as “First Reading” at next meeting.
5. Food Bank Update/Ground Breaking Ceremony March 9 at 1:00pm – Sherry Titus – Ceremony is March 9 at 1:00pm.
6. The “HUB” – Sherry Titus – The old Veteran’s Center lounge has been recaptured and is being converted to the HUB. It will be a resource based place for students as well as a quiet space for studying, reflection, and/or relaxing.
7. Alliance for Regional Solutions Update – Sherry Titus – North County site will have clothing available (donations) for children of students.
8. The Promise deadline is March 2. Gabe Sanchez is the lead.