



**STUDENT SERVICES PLANNING
COUNCIL MEETING
MINUTES
April 11, 2018**

CHAIR: Adrian Gonzales **MEMBERS:** Cathcart, Cecere, DeMaris, El, Harris, Kelber, Large, Meyers, Pell, Shoop, Snow, Springer, Stockert, Titus, Williams.
RECORDER: Jill D'Errico **ABSENT:** Cory, Magnuson, Moore, Moss, Nguyen, O'Brien, Ventimiglia

Quorum Met

Start Time: 9:36am/ End Time: 11:03am

A. MINUTES - None

B. ACTION ITEMS/FIRST READING – None

C. ACTION ITEMS/SECOND READING - None

D. INFORMATION/DISCUSSION ITEMS

1. Food Bank Drawings/Plans – Sherry Titus – Director Titus showed to the council renderings of the food bank that is currently under construction.

2. Moved to April 25 -Aptitude Tests and Interview Software – Thomas Ventimiglia – at conference

3. Transfer Advisory Committee –PJ DeMaris – PJ DeMaris presented pages from the Community College Transfer Guidelines and the proposed committee structure. Recommendation of one meeting per semester minimum. Note of timelines for various demographic groups' availability (military, etc.).

Sherry Titus asked for a motion to make an Action Item/First Reading

Buddy Springer motion to make an Action Item/First Reading

Lisa Cecere second motion

All in favor to move to Action Item/First Reading

Sherry Titus motion to move to Action Item/Second Reading

Barbara Kelber second the motion

All in favor to move to Action Item/Second Reading

Original motion for membership group for approval as submitted and once per semester meetings. Ryan Williams moved to add an amendment that advisory committee can make changes as to the committee membership.

Sherry Titus second the motion

All in favor to approve

Barbara Kelber motion to vote

Lisa Cecere second the motion

All in favor to approve the motion

Motion carries to approve the membership of the Transfer Advisory Committee, once per semester meetings, and the amendment.

4. Student Services Business Process Review – STRATA – VP Gonzales informed the council that STRATA will be coming to Palomar College as part of our IEPI activities to do a business analysis of Student Service departments. Target timeframe is the week of May 7 and is a two to three day process.

E. COMMITTEE REPORTS

1. Academic Review Committee - None
2. Behavioral Health & Campus Wellness Committee – Next meeting is this Thursday (tomorrow). Peer mentoring for mental health has had great success on campus. CARE support group is participating in and facilitating training on behavioral health issues. Palomar College was awarded a \$250k mental health grant. Some of the main objectives is to reduce stigma of mental health, faculty/staff and student education, and form discussion groups. Will also pay for the hiring of a manager of Behavioral Health Counseling.
3. Campus Police Committee - None
4. Registration Committee - None
5. Scholarship Committee - None
6. Student Program Eligibility Appeals Committee - None

F. OTHER BUSINESS

1. Campus Updates – Adrian Gonzales
 - a. The law permits a medical professional to break doctor/patient confidentiality if the patient has made a threat against another person. A patient/student made a threat against the college to a medical professional. The college obtained a restraining order and the student was served. The patient/student is under medical care.
 - b. General funds must be “spent” by the end of this month. Any equipment that is ordered must be on campus by June 30, 2018.
 - c. HR is going to start a professional development series on Fridays once a month.
 - d. HR hiring process is being “streamlined”. Due to a lack of automation, the process is long.
 - e. Rancho Bernardo Campus and Fallbrook Campus have started the staffing process.

Next Meeting: Wednesday, April 25, 2018 in AA-140