



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION
Student Services

APPROVED

**Student Services Council
July 14, 2016
9:30-11:00 a.m.
District Office, Room 110
Minutes**

Ailene Crakes	Mesa Academic Senate
Ashanti Hands	Mesa College
Cathi Lopez	City Academic Senate
Bernice Lorenzo	City College
Lynn Neault	Student Services
Gerald Ramsey	Miramamar College
Cynthia Rico	Continuing Education

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- 1.0 Approval of Minutes
 - April 28, 2016
 - Approved

 - 2.0 Fall 2016 Service Hours
 - Thanksgiving & December Limited Hours
 - The Council reviewed the Fall 2016 Service Hours and agreed to get any changes to Lynn by Friday. The final schedule will be posted on Student Web Services for students.

 - 3.0 Plan for Student Services Policy and Procedures
 - Six-Year Review
 - The Council was provided an overview of the plan for the six-year review of all the Student Services policies and procedures. Lynn reported that the revisions fall into the following broad categories:
 1. New – Required for Accreditation
 2. New – Legally Required
 3. Revised – Minimum Revisions
 4. Revised – Major Revisions required by law

- The Council agreed to dedicate the next meeting to review of the proposed changes and additions to the Student Services policies and procedures.

4.0 Goal 1 Update

- The Council reviewed the draft annual review of Strategic Goal I from the District Strategic Plan summarizing districtwide efforts and outcomes to achieve this goal. The outcomes were provided to Stephanie Bulger, Vice Chancellor Instructional Services who is leading the effort.

5.0 Intersession Logistics Plan

- The Council reviewed the draft Intersession Logistics Plan. It was confirmed that the health fee would not be assessed for Intersession classes and that City will not provide services; Mesa and Miramar will provide limited health services. The Council agreed that the Student Services hours of operation for Intersession should be developed as a team and posted on the web. The plan will be shared with the Chancellor's Cabinet at the next meeting.

6.0 Textbook Survey Report

- The Council reviewed a draft summary report of the Textbook Affordability Survey. The survey was conducted as part of the goals of the Textbook Affordability Task Force of the District Governance Council. The Task Force will be discussing the results in the Fall.
- The report shows:
 - That the cost of textbooks influences the student's selection of classes
 - That students spend an average of less than \$400.00 per semester on books;
 - That students are comfortable accessing digital books and websites;
 - That students have a concern about the price received for selling back books to the bookstore;
- The full report can be found at [http://research.sdccd.edu/docs/Rsrch%20Reports/Surveys/Board%20Report%20Textbook%20Survey 2016 Final.pdf](http://research.sdccd.edu/docs/Rsrch%20Reports/Surveys/Board%20Report%20Textbook%20Survey%202016%20Final.pdf)

7.0 Probation/Disqualification Report

- The Council was provided a report of the number of students dropped after being disqualified over the past four summer sessions. The reports shows the count trending up slightly. The Council agreed to continue to monitor closely.

8.0 Readmission Timeline for Disqualified Students

- The Council was provided with the final timeline for petitioning for readmission after two or more disqualifications.

9.0 Future SSC Meetings

- September 8, 2016
- September 15, 2016
- September 22, 2016
- October 13, 2016
- October 20, 2016
- November 3, 2016
- November 10, 2016
- December 1, 2016
- December 8, 2016