



SAN DIEGO COMMUNITY COLLEGE DISTRICT

3375 Camino del Rio South
San Diego, California 92108-3883
619-388-6500

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

APPROVED

**Student Services Council
November 3, 2016
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Ailene Crakes	Mesa Academic Senate
Robbi Ewell	City College
Cathi Lopez	City Academic Senate
Bernice Lorenzo	City College
Lynn Neault	Student Services
Marciano Perez	City College
Cat Prindle	Continuing Education
Gerald Ramsey	Miramar College
Star Rivera-Lacy	Continuing Education
Susan Topham	Mesa College

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- 1.0 Approval of Minutes
- October 20, 2016

2.0 College Promise Planning 2017-2018

- The Council reviewed the 2017-2018 San Diego Promise Program Project Plan Timeline.
- Continuing Education requested that the Accuplacer prep classes be added to the plan for the February – April time period.
- A key element this year will be outreach in the high schools. Outreach by the SDCCD Outreach teams will begin in November and continue through February.
- Lynn Neault reported that as planning progresses the Council will be updated.

3.0 Student Services Policy & Procedure Review

- The Council continued the 6-year review of Student Services policies and procedures. The following were reviewed and approved.
 - BP 0005 – Accreditation

- BP 3303 – College Enrollment Fees
 - BP 3305 – Health Fees
 - AP 3300 – Fees
 - BP 5800 – Student Services
- There were no substantive changes and all align with current statutes and business practices.
 - The Council also reviewed changes to AP 5110 *Counseling* and AP 5120 *Transfer Center* based upon feedback from the counseling faculty. The Council made some minor edits and agreed to move forward.

4.0 Counselor Workshop Agenda- Final Review

- The Council finalized the agenda for the Fall Counselor Workshop including the time allotted for each agenda item. The workshop will be held at the Mesa College Commons and will largely focus on the Campus Solutions implementation.

5.0 Change in Veterans Benefits for Non-Degree Programs

- The Council was advised of recent changes in Veterans Benefits for non-degree (certificate) programs. Lynn Neault provided a plan for moving forward. The Council agreed to the plan as follows:
 1. All campuses will submit 16-17 Catalogs for approval without certificate programs by November 1st, 2016.
 2. Veteran students currently enrolled in certificate programs will be contacted and advised to meet with a counselor.
 3. Counselors will advise students to change from certificate programs to the degree program. Note that nothing would preclude a student from completing the certificate along the way, and discontinuing on to an associate degree. This is permissible within the regulations.
 4. District/Campus websites and publications will be updated to reflect the most current and accurate information regarding eligible programs
 5. District will gather data on the number of certificate programs without an equivalent associate degree, the number of veterans enrolled in those programs, and the impact of not submitting certificate programs for approval.
 6. Based upon the information gathered in step 5, we will determine how to proceed for 2017-2018 catalog approval.

Next Meeting: December 1, 2016