



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
619-388-6922

Student Services Council
November 29, 2007
9:00 – 11:00 a.m.
Room Z-405
Minutes

APPROVED

PRESENT:

Rick Cassar	Miramar Academic Senate
Brian Ellison	Continuing Education
John Bromma	CE Academic Senate
Gail Conrad	Interim VP, Mesa College
Shelly Hess	Instructional Services
Edwin Hiel	City Academic Senate
Guillermo Marrujo	Mesa Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Interim VP, City College
Peter White	Vice President, Miramar College

GUESTS:

Julie Barnes	Matriculation Dean, City
Nick Mata	Matriculation Dean, Miramar

-
- 1.0 Approval of Minutes
 - October 18, 2007
 - Approved
 - 2.0 Freshmen Experience (Matriculation Deans)
 - At a previous meeting, the Council was provided with a full report of all pilot Freshmen Year Experience (FYE) participants for City, Mesa and Miramar College for review.
 - The Council agreed to conduct an analysis of the pilot and identify areas that need improvement for next year, including better communication in the high schools, as well as organization and logistical issues to develop a plan and continue the pilot for 2008.

- The Matriculation Deans attended the meeting for further discussion. The Council discussed the logistics for continuation of the pilot, as well as other issues/problems that were encountered.
- Peter White shared that originally Miramar's Counseling Department conducted the orientation and assessment; however, it left their Counseling department short staffed. In the next pilot, Miramar will conduct regular information sessions to promote FYE; however, those that are interested will move into a more narrow and focused direction.
- Guillermo Marrujo shared that Mesa is still experiencing problems with some of the freshmen experience students. Many of the students are still coming into counseling inquiring as to why holds are on their record. Some of the students were unsure if they wanted to continue with the program.
- Lynn Neault stated that it is important that the admissions supervisors are involved in the process very early on. Guillermo Marrujo stated that there is a disconnect in how the information is being delivered to the students.
- Julie Barnes shared that at City, the student was clear on the classes he/she was enrolled in. She shared that City had a prescribed first year and even second year for the students enrolled in the pilot. She also shared that there is a significant number of basic skills students that have a great need for the program.
- Guillermo Marrujo stated that the colleges are growing so quickly that it will become difficult to target all the different students that are really in similar classes. He stated that these students are already being pulled in so many different directions, such as Puente, Fast Track, ACP, Freshmen Experience, etc., that they can be easily confused.
- Rick Cassar agreed that there is a need for a structured system and a process for those students that opt out of the program so that their priority enrollment is removed. Lynn Neault agreed but shared that the problem is having the student opt out before registration and not after.
- The Council had further discussion and agreed to keep the holds on for Spring. The student will be able to drop or withdrawal but not add any new classes.

- The Council agreed that the item will be trailed to the next meeting. The Vice Presidents will bring back possible assessment dates for consistency among the colleges, as well as template language that will be provided to students regarding program guidelines and expectations. The hold dates will also be discussed and agreed upon.
- Lynn Neault also suggested discussing the ed plan component and timing. She further shared that the Research office will be tracking data for FYE students.
- Peter White would like to have the following data from the pilot group:
 - Performance
 - Grade distribution
 - Persistence
 - Number of units
 - Number of students that dropped out
 - Unit load for students that dropped out

3.0 Transfer Update

- Transfer Awareness Grant
- LDTP
- SDICCCA Transfer Presentation
- Transfer Center Annual Report
- SDSU Issues (Naomi)
- At a previous meeting, the Council had agreed to invite the Transfer Center Directors to attend Student Services Council on a quarterly basis to keep informed of ongoing issues, as well as to maintain open communication lines.
- Marilyn Harvey, Naomi Grisham and Wendy Stewart attended the meeting.
- Naomi Grisham provided the Council with an update on the Transfer Awareness Grant. She shared that it is a \$350,000 grant from the State to raise transfer awareness. It is a one year grant to provide a model.
- Naomi Grisham further shared that Mesa is working with a marketing firm to find innovative ways to promote the community colleges to the younger generation, such as Internet, MySpace, etc. However, a flier will also be created and targeted for the parents. She shared the focus will be on success stories of those that have attended a community college and then transferred to a 4-year university to become successful.

- Lynn Neault inquired about the LDTP. Wendy Stewart shared that they are not involved in the LDTP at this stage. It is being addressed by articulation.
- Naomi Grisham shared that there are problems with the new SDSU TAG. She stated that students are getting denied by SDSU. She stated that some are getting denied because SDSU is doing their own certification for courses taken elsewhere and are not allowing SDCCD's evaluation.
- Lynn Neault shared that for years SDSU has accepted our GE certification for "pass along" courses from other colleges and she was surprised to find out that it is no longer being accepted. She agreed to follow-up.
- Wendy Stewart shared that Patrick Perry from the State Chancellor's Office will be at SDICCCA on Monday, December 3rd and will be doing a presentation on Transfer. She shared that Patrick did a presentation at the statewide conference in September and it was so well done that the Transfer Center Directors requested that he present the information to SDICCCA.
- Wendy Stewart provided the Council an update on the "Transfer Awareness" month activities throughout the district. All colleges were very successful in promoting transfer awareness.
- Wendy Stewart inquired if it was possible to send e-mails to students notifying them of upcoming events. She stated that the list could be narrowed to transfer-ready students only and not all students.
- Lynn Neault shared that other departments have also requested student e-mail notifications, however, there has to be a limit placed on notifications using student e-mail addresses. She shared that students do not like to receive large volumes of e-mails and she has received complaints as to what they consider "junk mail." She suggested a more targeted e-mail message or mailing labels which can easily be provided.
- Marilyn Harvey inquired if there were district funds to purchase a banner announcing "Transfer Awareness Month," that the three colleges can use. She would also like to publish announcements/articles in district publications, such as the WE, promoting transfer.
- Lynn Neault suggested that the Transfer Center Directors meet with Denise Whisenhunt, the Outreach Dean, regarding possible promotional materials that they need.

- Wendy Stewart shared that the Fall 2009 TAG is listed on ASSIST; however, the signature line has not been added.
- Lynn Neault inquired about the Transfer Studies Degree. Wendy Stewart shared that she has been working with Duane Short on a proposal to the State Chancellor's Office and are awaiting approval.

4.0 Mental Health Services Board Report

- It was shared with the Council that the Board is very concerned about mental health services at the colleges and has requested a full report on how mental health services are being provided, including staffing, hours, etc.
- The Council agreed to revisit the item in January and develop a report addressing the Board's concerns.

5.0 Intersession Health Services – Availability

- It was shared with the Council that there continues to be confusion about providing health services to students during Intersession and whether there would be a health fee for students only enrolled in Intersession classes.
- It was clarified that the decision at Chancellor's Cabinet, based upon feedback from the Presidents Cabinet, was that there would be no separate charge for the health fee during Intersession and that services would be available.
- Peter White shared that Miramar will be open limited hours. City and Mesa will also be open with reduced hours.

6.0 E-Mail Accounts for Students

- Deferred

7.0 Serving Students during Summer Session (Gerald)

- Deferred

8.0 Academic Senate Reports

9.0 Curriculum Instructional Council Report

10.0 SB 272 – Priority Enrollment for Military Personnel

- At a previous meeting it was shared that the Governor signed SB 272, which provides members of the armed forces with priority enrollment for classes at California's state universities and community colleges within two years of leaving active duty, effective January 2008.
- It was shared with the Council that there is confusion in the state because the language is being interpreted in different ways.
- Lynn Neault shared that she asked Linda Michaelowski in the State Chancellor's Office for implementation guidelines for the colleges for clarity.
- The Council agreed to an effective date of Summer 2008 to begin providing priority enrollment to veterans. It was agreed that a message will be placed on Reg-e advising students that are veterans to report to the Veterans office for processing. Lynn Neault will bring back to the Council additional logistical information.