



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

Student Services Council

April 17, 2008
9:00 – 11:00 a.m.
Room Z-602
Minutes

APPROVED

PRESENT

John Bromma	Academic Senate, CE
Rick Cassar	Academic Senate, Miramar
Brian Ellison	Continuing Education
Shelly Hess	Instructional Council (For Henry Ingle)
Edwin Hiel	Academic Senate, City
Barbara Kavalier	Mesa College
Guillermo Marrujo	Academic Senate, Mesa
Lynn Neault	Student Services
Gerald Ramsey	Vice President (Interim) VP, City College
Peter White	Miramamar College

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- 1.0 Approval of Minutes
April 3, 2008
 - Approved

 - 2.0 High School Students & Dance Courses – Revisited
 - Concurrent Enrollment in PE

 - At a previous meeting, the Council discussed the current practice that prohibits concurrently enrolled high school students from enrolling in physical education classes. The question was raised whether certain dance classes would be permissible since they are considered performing arts. The Vice Presidents agreed to review the list of dance offerings and come back to the next meeting with a recommendation as to which courses would be permissible.

 - The Vice Presidents brought forward a list of dance classes offered at each campus and discussed whether to allow concurrently enrolled high school students to enroll in the classes.

- It was agreed that Lynn Neault would prepare a master list for the next meeting and guidelines would be prepared for students. It was agreed that students would petition and all petitions will be approved by the Vice President of Student Services.

3.0 Inappropriate Website Access

- The Council discussed inappropriate use of the Internet by students. The Council requested an assessment of practices currently in place to notify students of appropriate uses.
- The Vice Presidents discussed the practice at each campus and how the information is being communicated to students.
- It was agreed that the Vice President would research the practice in place at each college and Continuing Education and bring back to the next meeting. It was further agreed to develop uniform signage and guidelines for all colleges and Continuing Education.
- It was suggested that all computers that are available for student use have similar screen savers with the rules and guidelines for appropriate use and code of conduct expectations.

4.0 Mandatory Assessment and Placement

- Rick Cassar inquired if the Council could start to plan for possible transition to mandatory.
- Peter White inquired as to the actual cost of running the Freshmen Year Experience (FYE) pilot. He would like to calculate the cost to the college and charge it to Basic Skills funds.
- The Council agreed to calculate the costs of FYE and bring it forward to a future meeting.
- Guillermo Marrujo stated that he is not opposed to mandatory assessment and placement, as long as students have access to take the test and have appropriate classes available for them. He stated that so many students have tested into the Basic Skills classes and there is just not enough money to support the classes.

- Barbara Kavalier shared that this is an issue at Mesa as the Basic Skills funding is just a small component and Mesa does not have access to basic skills funds to support personal growth classes.
- Brian Ellison supports mandatory assessment placement and would like to use the same concept for Continuing Education and the vocational programs.
- The Council discussed scheduling a retreat in the fall, to include the Vice Presidents of Instruction, to begin developing the “prescriptive first year, including mandatory assessment and placement,” as well as to begin identifying outcomes. It was also agreed to develop a proposal that will be brought forward to Chancellor’s Cabinet.

5.0 Online Disciplinary Cases (Gerald Ramsey)

- Gerald Ramsey inquired of the possibility to have photo I.D.s for online students. He shared a case where an instructor was involved in a disciplinary case with an online student and felt unsafe not knowing what the student looked like.
- The Council discussed that currently there is no practice in place to photograph online students. In addition, since online students do not have to come to campus they may not have a picture I.D.
- Gerald Ramsey stated that he has received 4 online complaints this year and in two of the cases the instructor felt uncomfortable not knowing what the student looked like.
- It was agreed that Shelly Hess would follow-up with Andrea Henne to determine how other institutions are handling identification of online students.

6.0 Cost of Attendance for F-1 Students (Gerald Ramsey)

- The Council discussed increasing the estimated cost of attendance for 2008-2009 for International students. Currently, the cost is \$17,500.
- The Council had further discussion. It was agreed not to change the estimated cost of attendance for International students for 2008-2009. It will remain at \$17,500.

7.0 Academic Senate Reports

- None

8.0 Curriculum Instructional Council Report

- None

9.0 Categorical Site Visits

- The Council was advised that the CalWorks, EOPS, DSPS and Matric Deans will be invited to Student Services Council on April 24th as a follow-up to the meeting in December to continue planning and discussing the upcoming categorical site visits.

10.0 TRIO Grant

- Gerald Ramsey stated that City's TRIO grant sunsets next year and City will need to begin writing the renewal proposal, which will involve data gathering. He inquired if the other campuses are also involved in various grants and will also require data.
- Lynn Neault advised that the project list for research is extensive and that City should submit the data request right away.

11.0 ALI English Evaluation

- Edwin Hiel shared that the American Language Institute (ALI) at SDSU has a proposal regarding the use of an ALI English evaluation as an alternative to the TOEFL. Edwin shared that it is a very thorough and intensive evaluation tool. He shared that SDSU and UCSD have accepted the ALI.
- The Council agreed to invite the ALI coordinator to attend a future SSC meeting to brief the Council on the ALI evaluation. In the meantime, Edwin Hiel will follow-up with SDSU and UCSD to get more information on using the test.