



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

**Student Services Council  
October 30, 2008  
9:00 – 11:00 a.m.  
District Office, Room 110  
Minutes**

**APPROVED**

Present:

John Bromma	Academic Senate, Continuing Education
Brian Ellison	Continuing Education
Peter Fong	Miramamar College
Edwin Hiel	Academic Senate, City
Lynn Neault	Student Services
Barbara Kavalier	Mesa College
Guillermo Marrujo	Academic Senate, Mesa

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1.0 Approval of Minutes

- October 9, 2008
- Approved

2.0 Strategic Plan Input

- The new Vice Chancellor of Instruction, Otto Lee, has been working on updating the districtwide strategic plan and has asked for feedback from the Student Services Council on goals related to Student Services.
- The Council was provided with a working draft of proposed districtwide goals for Student Services review and feedback. The Council had much discussion and provided feedback. Lynn Neault agreed to update the draft and provide it to Otto Lee.

3.0 Certification of International Students (Barbara Kavalier)

- At a previous meeting, Barbara Kavalier shared a draft "International Student Program" check off form for review and feedback from the Council. The Council agreed to develop something similar for their respective colleges.
- This item was deferred to the next meeting as not everyone had a chance to share it at their campus.

#### 4.0 BSI Symposium Planning

- Spring 2009
- The Council reviewed the draft agenda for the BSI Symposium which will be held in Spring 2009. The Council agreed on two tentative dates: February 20<sup>th</sup> or March 13<sup>th</sup>, though the February date was preferred.
- Barbara Kavalier recommended math and English break-out groups as part of the format for the Symposium. Discussion followed.
- Edwin Hiel inquired if there is clarification on students having catalog rights for the new degree requirements. Lynn Neault shared that students will retain their catalog rights if they are continuously enrolled. If the student stopped attending and returns after a year or more absence, they would be under the new requirements.

#### 5.0 Point Loma Nazarene University Articulation Online Courses (Shelly Hess)

- Shelly Hess shared with the Council that Point Loma has recently updated their articulation agreements and they are not accepting online courses.
- Discussion followed. Lynn Neault reported on new requirements in the Higher Education Act, which requires that institutions validate the identity of online students. Otto Lee is following up on the expectation for the new requirement.
- Brian Ellison shared that Continuing Education also provides online courses; however, they require one class meeting.
- Guillermo Marrujo shared that the challenge will be for the student to determine if the institution they plan to transfer to accepts online courses.
- Lynn Neault recommended an advisory or disclaimer in the catalog/schedule.

#### 6.0 Inter-Campus Health Care

- Recommendations (DRAFT)
- Deferred

#### 7.0 Associate Dean Position (Barbara Kavalier)

- Barbara Kavalier shared with the Council that Mesa is in the final stages of converting its former Director of EOPS position to an Associate Dean of Special Programs and Admissions. It will be an Associate Dean of Student Development. She shared that this decision was based on much research and best practices that supported reorganizing this component of Student Services.
- Barbara Kavalier shared that the position is in the final stages and a proposal will be presented to the Board of Trustees.
- Brian Ellison shared that Continuing Education phased out their Associate Dean positions last year.

#### 8.0 National College Health Assessment (NCHA) Spring 2007

- Deferred

#### 9.0 Workability III – Annual Report (2007-2008)

- The Council was provided with copies of the Workability III – Annual Report for 2007-2008. It was shared with the Council that the San Diego Community College district has one of the top workability programs in the state. It is administered out of the district office and supported by the counselors at the colleges and Continuing Education. The program places severely disabled students in the workplace. Approximately 150 disabled students are placed in the workforce, annually.

#### 10.0 High School Feeder Report

- The High School Feeder Report was distributed to the Vice Presidents. The reports shows enrollment from all of the high schools including demographic characteristics and capture rates. The next phase of the study is to look at the preparedness of those students coming to the colleges and tracking changes over time.

11.0 Academic Senate Reports

- Guillermo Marrujo shared that the Academic Senate has not discussed the *Honest Academic Conduct* proposed changes. It is on the agenda for the next meeting. He will report back.

12.0 Curriculum Instructional Council Report

13.0 SSC Subcommittee Reports (Standing)

14.0 Associate Degree Flier

- The Council was provided with a draft copy of the flier promoting the Associate Degree and proactive degree pilot. The Council provided feedback.

15.0 Endless Possibilities

- The Council was provided with copies of the latest Endless Possibilities brochure for 2008-2009. It was shared with the Council that additional copies have been sent to the campuses for distribution.