



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

**Student Services Council
February 10, 2009
9:00 – 11:00 a.m.
District Office, Room 110
Minutes**

APPROVED

PRESENT:

John Bromma	Academic Senate, CE
Rick Cassar	Academic Senate, Miramar
Peter Fong	Mirammar College
Shelly Hess	Instructional Council
Barbara Kavalier	Mesa College
Guillermo Marrujo	Academic Senate, Mesa
Lynn Neault	Student Services
Bonnie Peters	Academic Senate, City (for Cathi Lopez)
Peter White	City College

Guests:

Lezlie Allen	Mirammar College, Health Services
Leslie Easton	City College, Health Services
Suzanne Khambata	Mesa College, Health Services
Adela Jacobson	Mirammar College
Judy Patascil	Mirammar College, Health Services
Dottie Cordell	City College, Health Services

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- 1.0 Approval of Minutes
 - January 29, 2009
 - Approved

 - 2.0 Mental Health Services (Mental Health Leads) @ 9:15 a.m.
 - The mental health and health professionals joined the Council to discuss preparation of a Board report on mental health services.
 - Lynn Neault shared that the Board is interested in the number of students served, increased demand, available services and unmet need.

- City College: Leslie Easton provided the Council with a report from City College on students served, staffing levels, early alert crisis and prevention activities, as well as promotional/outreach activities. Leslie shared that the number of students served is increasing. She is also seeing more distressed and homeless students due to the economic situation.
- Leslie shared that City hosted a college outreach and fundraiser and raised \$1,000. They also have a homeless scholarship that provides blankets and clothes to students that report being homeless. They are focusing on outreach as they would like their program to be a prevention-based program and not a crisis-based program.
- Leslie further shared that, due to spacing and staffing, they refer people who have insurance to their own providers.
- Leslie shared that their staffing levels are low as they have lost staff hours and most of their work is done via interns.
- Mesa College: Suzanne Khambata provided the Council with a report on students served, staffing levels, early alert and crisis prevention activities, as well as promotional/outreach activities. She shared that they are unable to increase the number of students served due to the limited number of space.
- She further shared that the number of students served has remained the same; however, the number of students requesting counseling has increased dramatically. She said many of the students are coming in with depression issues and financial stress.
- Suzanne shared that staffing levels have remained the same at Mesa. She briefly reviewed the handout with the Council.
- Miramar College: Judy Patacsil provided the Council with a report from Miramar College on students served, staffing levels, early alert and crisis prevention activities, as well as outreach activities. Judy shared that they have also seen an increase in the number of students served.
- Judy further shared that students are coming in with depression and anxiety. She feels it is due to the financial crisis. Judy reviewed the handout with the Council.

- The Council had much discussion.
- John Bromma shared that he is also seeing much stress with Continuing Education students. Leslie Easton shared that students come in yelling and seem much more agitated.
- Brian Ellison concurred with John Bromma and stated that due to the cut-backs, students are much more angry and frustrated. He has strong concerns that Continuing Education does not have mental health services, yet there is a huge need.
- Peter Fong inquired as to what the college is doing for the homeless and what the City of San Diego is doing? Leslie Easton shared that there are so many homeless now that San Diego Police is leaving them alone. At City, if the student has ever been registered with the school and is homeless, the police are limited as to what they can do unless someone is complaining about the individual.
- Peter White offered to allow shower access to the homeless at City.
- Guillermo Marrujo stated that Counseling is also seeing an increase in homeless students. It used to be that they would only seek out health services but now they are going to Counseling as well.
- Leslie Easton shared that City is also seeing a high number of returning veterans.
- Dottie Cordell shared that she will be attending a conference in Riverside in March that will be dedicated to mental health. She agreed to take notes and share them with the Council.

3.0 College Source (Barbara Kavalier)

- It was shared with the Council that College Source is a fee-based service that offers access to thousands of college catalogs. Currently, the colleges have a multi-user subscription at \$3,000 a year.
- Mesa would like to expand the service and purchase the TES (Transfer Evaluation System), which provides the following:

- Multiple course look-up at the same time
 - Enter a course equivalency one time and all evaluators can reference again and again
 - Counselors and students can view course equivalencies on the web
 - Data for SDCCD can be downloaded when needed
 - Ensures consistency in transcript evaluation
 - Supports student learning outcomes and encourages students to be self-sufficient
 - Increases efficiency and productivity in review of evaluations and may result in a decrease in turn around time for processing of record adjustments
 - Ensures consistency and uniformity in review of courses
 - Allows counselors to provide more effective advisement for students with unofficial transcripts
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- It was shared that the additional cost to add TES would be \$12,400, districtwide.
 - Barbara Kavalier shared that Mesa Evaluators have viewed the demonstration and are very impressed and would like to upgrade. She also shared that some of the Evaluators have been using it on a 30-day trial.
 - The current subscription is a basic, low-level service. The higher level allows you to go in and customize and build a crosswalk and tables, specific to the district structure.
 - The Council discussed as the contract has to be upgraded for all colleges and not just Mesa. The additional cost for each college and the district would be approximately \$3,000.
 - Lynn Neault shared that one of the issues with fee-based services is that we cannot control the annual fee, which can go up each year.
 - Peter White inquired if this has been discussed with all the Evaluators. Lynn Neault said it has.
 - Bonnie Peters inquired on the maintenance. She wants to ensure that it is kept current and the data is useful and not outdated.
 - Lynn Neault shared that her office can take the lead and ensure that the data is updated and current.

- City and Miramar agreed to discuss it at their campus and bring back their suggestion to the next meeting. Bonnie Peters agreed to meet with the Counselors and get their feedback. Peter Fong shared that Miramar does not have the additional funds unless they can come out of Matriculation funds. Rick Cassar agreed and stated that they want to support the Evaluators; however, they do not have the funds.

4.0 Student Budget Letter

- Lynn Neault shared with the Council a draft letter that will be sent to students, notifying them of the current budget situation and how it will impact services. The letter also provides suggestions as to what they can do to help.
- Lynn Neault distributed the letter to the Council for their review and feedback.
- Once finalized, the letter will be emailed to students at the end of March.

5.0 Schedule of Classes – Quantities

- The Council was provided an update from the Combined Schedule Committee that is looking at ways to cut costs. The Committee asked that the combined class schedule quantities be reviewed as the numbers look high.
- The Council was provided with a copy of the quantities for Summer (08), Fall (08) and Spring (09) to review.
- The Vice Presidents agreed to report back.

6.0 Health Fee

- It was shared with the Council that the Health Fee has not been increased since Fall 2007 and it is still a dollar below the maximum. It was recommended that the health fee be increased from \$16.00 to \$17.00/semester and from \$13.00 to \$14.00/summer, beginning Fall 2009.
- The Council agreed to increase the fee. The proposal will be presented to Chancellor's Cabinet.

7.0 Academic Accommodations, Procedure 3105.1

- The Council was provided with draft changes to *Procedure 3105.1, Providing Academic Adjustments/Accommodations for Students with Disabilities*.
- It was shared that the DSPS Council has requested minor changes to the procedure. The Council reviewed and approved the changes.

8.0 Fee Deferments (Peter Fong)

- At a previous meeting, the Council was provided with a report on pending fee deferments for review. At that time, Peter White requested the total number of deferred students for the same time period, including a breakdown by resident and non-resident.
- The Council was provided with an updated report. It was further agreed that the current practice will be revisited at the next meeting. Lynn Neault reminded the Council that there is no provision in the regulations to allow fee deferments. They were intended for emergencies and special circumstances.

9.0 Alumni Association Database – Subcommittee

- Deferred

10.0 Joint Agenda Items

- The Council discussed the upcoming Joint SSC/CIC meeting on February 26, 2009 and agreed to add the following to the agenda:
 - Planning for the BSI Symposium
 - Updates on College and CE Study Reports

11.0 Subpoena Processing

- Deferred

12.0 Financial Resources for International Students

- Deferred

13.0 Academic Senate Reports

- None

14.0 Curriculum Instructional Council Report

- None

15.0 SSC Subcommittee Reports (Standing)

- None