



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

**Student Services Council
December 9, 2010
9:00 – 11:00 a.m.
District Office, Room 110
Minutes**

APPROVED

PRESENT:

Cynthia Rico Bravo	Mesa Academic Senate
Brian Ellison	Continuing Education
Peter Fong	Miramamar College
Stephen Flores	CE Academic Senate
Cathi Lopez	City Academic Senate
David Navarro	Miramamar Academic Senate
Lynn Neault	Student Services
Peter White	City College

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- 1.0 Approval of Minutes
- October 28, 2010
 - Approved

2.0 Summer Registration

- The Council discussed the Summer 2011 registration timeline and was provided with three (3) options.
- After much discussion, the Council agreed to the following timeline:

Option 1 (register by appointment in 10-days)

- Generate Appointments: April 15
 - **Begin Registration:** **May 2** (DSPS/EOPS & Military)
 - Registration by Appt. May 2 – 13
 - Open Registration May 16 – 26 (4-week)
 - Open Registration May 16 – June 9 (8-week)
 - High School Students June 6 - 9
- The Council further agreed to come back with a plan on student assessment and placement for a future meeting.

- Peter Fong asked if high school students can be provided with a window for assessment testing prior to the June 6-8 registration period. He feels that if they are going to take the time to assess then we need to be able to give them an opportunity to assess before registering.
- Peter White inquired if our respective website to prospective students gives out accurate information to students on how to register? Lynn Neault agreed to follow-up with Larry Maxey.
- The Council discussed the "High School Student" letter that is sent to every high school student each semester. The letter provides information on registration, fee payment, enrollment limitations, academic standing, etc. The Council would like to be able to send a copy of the email communication to all San Diego Unified High School counselors as an effort to improve communication with the high schools. Lynn Neault agreed to follow up.

3.0 Board Policy 3925

- The Council was provided with a copy of the updated free speech policy, *BP 3925 – Posting and Distribution of Literature, Political Activities, Free Speech and Freedom of Expression on Campus*. It was shared with the Council that the vending section has been removed from the policy and moved to the Business Services policies/procedures.
- The Council discussed free speech areas on campus. It was agreed that additional free speech areas would be designated on campus; however, in the event someone is exercising free speech rights elsewhere on campus and they are not being disruptive then they will be left alone.
- Lynn Neault stated that the draft policy has been sent to the District Governance Council for review. She asked the academic senate representatives to share the draft policy at their academic senate meetings. Cynthia Rico Bravo shared that the next Mesa Academic Senate meeting will be in February.

4.0 Home School Affidavits

- Lynn Neault shared that there is an interest in requiring affidavits for home schooled high school students who are applying to our colleges for concurrent enrollment. In the past it was simply a letter from the parent; however, some colleges are now requiring affidavits.
- The Council discussed and supports requiring an affidavit for home schooled high school students.

5.0 Clearing Prerequisites for Work in Progress at Another Institution

- It was shared with the Council that there have been inquiries on how to handle students attempting to clear prerequisites with work in progress at another institution since there is no follow-up with these students to see if they actually passed the prerequisite course like there is with students who have prerequisites in progress at one of our institutions.
- Lynn Neault attended a senate meeting and learned that there are many inconsistencies among the campuses with these students.
- Discussion followed.
- Lynn Neault proposed that the student complete the “prerequisite challenge” form and bring it to the Admissions office with documentation of enrollment. Admissions will provisionally enroll the student pending proof of successful completion of the prerequisite course. It is the student’s responsibility to submit their official transcript to the District Student Services office no later than January 14, 2011, showing proof that they successfully completed the course or they will be dropped.
- Peter White concurs with the proposal. He stated that it provides a certain level of documentation and sets deadlines.

6.0 Service Hours – Final

- The Council was provided with the Spring 2011 service hours grid. The Council reviewed and agreed to post.

7.0 Standardized Tests Grid

- Changes to SAT/ACT scores for CSU – Update
- At the October 28, 2010, SSC meeting it was shared that CSU had made changes to their minimum SAT/ACT scores for English for admission Fall 2011. They will be lowering their verbal scores to 500 for the SAT and 22 for the ACT. Currently, the district is aligned with UC and CSU’s scores with 550 for the SAT and 24 for the ACT. At that meeting, the Council discussed whether to change our test score level to align with SDSU or leave as is and remain aligned with UC. Lynn Neault agreed to contact Chris Sullivan to convene the English Chairs for a recommendation as he was initially involved in the pilot and worked directly with the English faculty.
- It was shared with the Council that Chris Sullivan and the English Chairs are recommending changing the scores to align with CSU, effective Fall 2011. The Council agreed.

8.0 Veterans Brochure – Final

- The Council was provided with a copy of the updated Veterans brochure. It was agreed that the brochure is ready to go to print and will be distributed to the campuses.

9.0 District Strategic Plan (Barbara Kavalier)

- Deferred.

10.0 Future Meeting Schedule

- The Council reviewed and confirmed the SSC meeting schedule for next year.