



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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San Diego, California 92108-3883
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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

APPROVED

**Student Services Council
April 11, 2013
9:00 a.m. – 11:00 a.m.
District Office, Room 245
Minutes**

Julie Barnes	Mesa College
Ailene Crakes	Mesa Academic Senate
Brian Ellison	Continuing Education
Stephen Flores	Continuing Education Senate
Cathi Lopez	City Academic Senate
David Navarro	Miramar Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Miramar College
Denise Whisenhunt	City College

1.0 Approval of Minutes

- April 4, 2013
- Approved

2.0 Student Success Scorecard

- A summary of the Student Success Scorecard was provided to the Council. It included an overview, similarities between ARCC and the new Scorecard, as well as differences between ARCC and the new Scorecard.
- The new ARCC Scorecard is one of the requirements of SB 1456: The Student Success Act.
- The Council was provided with copies of the 2013 Student Success Scorecards for City, Mesa, Miramar and Continuing Education. The Scorecard metrics include completion of 30 units, persistence rates, progress rates in remedial courses, and Career Development and College Preparation (CDCP) rates for noncredit programs.
- The Council reviewed the data and discussion followed.
- The Council discussed the differences in outcomes data for students who are prepared and unprepared. A prepared student is one who did not enroll in a basic skills course and an unprepared student is one who enrolled in at least one basic skills course.

3.0 SB 1456 Student Success (Julie Barnes)

- Julie Barnes provided the Council with an update the on Student Success Task Force work group.
- The Council was provided with an updated draft on SB 1456 Student Success and Support Program Credit Funding Formula and Title 5 regulations. Discussion followed.
- Julie Barnes will report the Council's feedback at an upcoming conference call with the board of the California Community Colleges Chief Student Services Administrators Association.

4.0 Prerequisite Clearance for In-Progress Work at Other Institutions

- The Council was provided with a draft memo articulating the process for this summer, allowing work-in-progress from other institutions to clear prerequisites for fall registrations since the district will not be offering a full summer this year. A similar exception was made for summer 2012.
- The memo will be brought forth to the next Admissions and Supervisors meeting.

5.0 Financial Aid Appeals

- Julie Barnes shared with the Council Mesa's plans to set a deadline for submitting financial aid appeals.
- The Financial Aid offices at City and Miramar colleges do not support the idea of establishing a deadline for filing appeals, however Mesa is moving forward with a deadline. The proposed deadline is November 1st for fall 2013.
- The Council discussed the review process for financial aid appeals at each college, which varied.
- The Council discussed their concerns about the implications and workload affecting the other campuses.
- The Vice Presidents support Mesa moving forward and suggested evaluating the outcomes at the end of the semester.
- Ailene Crakes expressed her concerns on the caseload for counseling with student education plans.

- The Council agreed to Mesa's pilot for 2013-2014 including monitoring the pilot during the year.

6.0 Student Services Policies and Procedures

- The Council was provided with drafts of updates to the following policies and procedures:
 - BP 0400 – *Research Involving Human Subjects*
 - AP 0440.1 – *Procedures for Research Involving Human Subjects*
 - BP 3900 – *Academic Credit for Non-Traditional Education*
 - AP 3900.1 – *Credit by Examination*
 - AP 3900.2 – *Credit for Non-College Career Technical Education Transitions Courses*
 - AP 3900.3 – *Credit Available Through Military Experience*
 - AP 3900.4 – *Credit Available for Standardized Testing Programs*
 - AP 3900.5 – *Credit Available for Courses Completed Through American Council on Education (ACE)/The National College Credit Recommendation Service (National CCRS)*
- The Council reviewed the drafts and minor edits were suggested.
- It was agreed to share the draft policies and procedures with the academic senates for input and report feedback at the next Student Services Council meeting.

7.0 Transcript Credits Forms – Revisited

- The Council was provided with the final transcript credits forms.
- The Council approved the final forms.

8.0 Serving New Vs. Continuing Education Students for 2014-2015

- Deferred