



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

**APPROVED**

**Student Services Council  
August 25, 2016  
9:30-11:00 a.m.  
District Office, Room 110  
Minutes**

Ailene Crakes	Mesa Academic Senate
Ashanti Hands	Mesa College
Cathi Lopez	City Academic Senate
Bernice Lorenzo	City College
Lynn Neault	Student Services
Gerald Ramsey	Miramar College
Star Rivera-Lacy	Continuing Education

Absent	
Cat Prindle	Continuing Education

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1.0 Approval of Minutes

- July 14, 2016
- Approved

2.0 Policy and Procedure Review Session

- The Council reviewed all of the Student Services Policies and Procedures that are undergoing a comprehensive 6-year review in preparation for Accreditation. Lynn Neault reported that the Council has done a good job keeping the policies and procedures up-to-date; therefore the changes are fairly non-substantive in nature.
- Lynn Neault reported that in response to recent guidance on gender identity all of the he/she pronouns were changed to "they."
- The review also included new policies and procedures required by law which are all aligned with current business processes.

- The Council reviewed all of the revised and new policies and procedures. It was agreed they could all move forward except for a small group of new policies and procedures that would undergo further review and consultation by stakeholders. This group includes EOPS, Counseling, Athletics, Transfer Center, Student Discipline, Associated Students, Financial Aid and DSPS policies and procedures.
- It was agreed that Lynn Neault would send this group out for review and feedback. The Council will review the draft revisions at a future meeting. The goal is to complete the comprehensive 6-year review by the end of October.

### 3.0 Probation/Disqualification Session Fall Report

- The Probation/Disqualification Report for Fall 2016 was distributed for information.

### 4.0 October Counselor Workshop

- The Council agreed to establish a definitive meeting date for the Counselor Workshop.
- The faculty representation on the Council agreed to coordinate on the best date. The focus of this year's workshop will be the Implementation Timeline for Campus Solutions, along with a sneak preview of the functionality of Counselors.

### 5.0 Next Meeting

- September 15, 2016