



SAN DIEGO COMMUNITY COLLEGE DISTRICT

3375 Camino del Rio South
San Diego, California 92108-3883
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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION
Student Services

APPROVED

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

Rick Cassar
Ailene Crakes
Ashanti Hands
Cathi Lopez
Esther Matthew
Lynn Neault
Gerald Ramsey

Miramar Academic Senate
Mesa Academic Senate
Mesa College
City Academic Senate
Continuing Education Academic Senate
Student Services
Miramar College

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- 1.0 Approval of Minutes
- February 4, 2016
 - Approved

2.0 2017-2018 Registration Timeline Options

- The Council reviewed tentative registration date options for 2017-2018 to include a possible earlier registration date for fall. The Council was advised that the decision to move to an earlier registration date for fall 2017 will be contingent upon the Campus Solutions implementation schedule.

3.0 Proposed Commencement Deadline Dates

- The Council reviewed proposed deadlines for 2016-2017 commencement.
- The following dates were agreed upon:
 - Fall 2016
 - **October 3, 2016**
Deadline to file a Petition for Graduation ONLY for students transferring to a CSU in Spring 2017 and are completing an Associate Degree for Transfer (ADT).
 - **November 4, 2106**
Deadline to file a Petition for Graduation and be a fall graduate.

- Spring 2017
 - **February 15, 2107**
Deadline to file a Petition for Graduation for students transferring to a CSU in Fall 2017 and are completing an Associate Degree for Transfer (ADT).
 - **March 24, 2017**
Deadline to file a Petition for Graduation and ensure student's name will be included in the commencement program.
 - **April 14, 2017**
The district evaluations office will provide each college with the names of students eligible for the commencement brochure/program.
 - **April 28, 2017**
Deadline to file a Petition for Graduation and be a spring graduate. Students filing after this date will be summer graduates.
- Summer 2017
 - **July 28, 2017**
Deadline to file a Petition for Graduation and be a summer graduate.

4.0 Loss of BOGW and Registration Priority Brochure – Status

- The Council discussed the intervention and prevention campaign for loss of BOGW that will take effect with registration for Fall 2016. The following was agreed upon:
 - Letter sent to the faculty from the Vice Chancellors of Instruction and Student Services focusing on intervention and prevention (completed)
 - Continuation of email campaign for students who are receiving a BOGW (ongoing)
 - Produce information brochure including FAQs for students (completed)
 - Produce version of brochure and FAQs for TV monitors on campuses (completed)
- The Vice Presidents agreed to follow up on campus with interventions for students at risk of losing their BOGW and getting the information posted on campus.

5.0 Outreach Alumni Tabling During Commencement

- The Council discussed including an overarching alumni awareness campaign during Commencement activities this year. The district outreach team will distribute "I am an Alum" buttons and information about the Alumni database. The Council was supportive. It was agreed that the best time for outreach was during Gradfest/Rehearsal.

6.0 Catalog Language 2016/2017

- The Council approved the minor change to the catalog on Academic/Progress Disqualification to include “no exceptions,” which is current practice.

7.0 Follow Up on Student Success and Equity Strategic Focus Plan (Crakes)

- The Council reviewed the overarching student success and equity goals.
- The Council discussed the goal to provide wraparound services for students. Ailene Crakes inquired how this is being handled on campus. It was reported that each campus has a different approach to meeting this goal as follows:
 - City – FYE program
 - Mesa – Summer Cruise and their Hispanic-Serving Institution Grant
 - Miramar – Campus wide effort focusing on momentum points

8.0 Voter Registration Campaign Activities – Follow Up

- The colleges and Continuing Education reported on their progress for student voter registration campaigns.