



# 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*

**APPROVED**

**Student Services Council  
May 31, 2018  
9:30 a.m. – 11:00 a.m.  
District Office, Room 110  
Minutes**

Rick Cassar	Miramar Academic Senate
Ashanti Hands	Mesa College
Leroy Johnson	Mesa Counseling
Cathi Lopez	City College
Lynn Neault	Student Services
Cat Prindle	Continuing Education
Gerald Ramsey	Miramar College
Denise Whisenhunt	City College

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- 1.0 Approval of Minutes
    - April 19, 2018
    - Approved
  
  - 2.0 Interventions for Repetitions – Whisenhunt (Deferred to September 6, 2018 meeting)
  
  - 3.0 Readmission Timeline for Disqualified Students (Draft)
    - The Council reviewed the proposed timeline for students petitioning to be readmitted after a second disqualification. The timeline is not published for students, rather it is used for internal purposes only.
    - The Council submitted the dates and asked that the timeline be sent electronically
  
  - 4.0 Excused Withdrawal
    - The Council reviewed the catalog language and the draft petition for students requesting an excused withdrawal.

- The Council made some minor edits as well as recommended adding a one year time limit on petitioning for an excused withdrawal.
- The new symbol was added to Title 5, effective Fall 2018, for students with extenuating circumstances who had to withdraw from classes.

#### 5.0 Student Services Hours Grid (Fall, Spring, Summer)

- The Council agreed on the following service hours during the holidays:
  - Monday, November 19, 2018 and Tuesday, November 20, 2018 – Campus offices will be open for service.
  - Monday, December 17, 2018 – Wednesday, December 19, 2018 – Campus offices will be open for service.
  - Offices will be closed on the remaining days for the holidays, while the campus remains open in accordance with the district approved academic calendar.

#### 6.0 Campus Solutions Update

- The Council discussed the upcoming Campus Solutions training schedule for counselors, along with the training plan for all other staff and faculty.
- A comprehensive training plan will be sent out this month.

#### 7.0 Future Meeting Schedule

- The Council reviewed the proposed tentative meeting schedule and asked that it be sent via Outlook.