



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

Approved

**Student Services Council
October 25, 2018
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Rick Cassar	Miramamar College Academic Senate
Adrian Gonzales	Miramamar College
Kats Gustafson	Instructional Services Representative
Ashanti Hands	Mesa College
Bernice Lorenzo	City College Academic Senate
Lynn Neault	Student Services
Michele Madrid Novak	Continuing Education Representative (on behalf of Star Rivera-Lacey)
Cynthia Rico	Mesa College Academic Senate Representative
Denise Whisenhunt	City College

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- 1.0 Approval of Minutes
- September 27, 2018
 - Approved
- 2.0 AB 2785
- Proactive Support for Student Lactation Needs
 - Lynn Neault reported that at the last District Governance Council (DGC) meeting it was recommended that the District take a more proactive approach to provide students with information about support for lactation needs.
 - The Council reviewed the requirements for AB 2785, *Student Services: Lactation Accommodations*. Discussion followed.
 - Vice President Adrian Gonzales reported on lactation pods that were used at his former institution. They included a code for use.

- The Council recommended referral to the Health Services for lactation support. There was discussion about proximity to areas of the campus as well as access in the evening.
- The Council agreed to place support materials for students in various areas on campus including DSPS, Health Services, Counseling and Admissions.
- The Council agreed that Lynn Neault would draft a plan for outreach to students and compliance with AB 2785, specifically addressing accommodations, and bring it back to a future meeting.

3.0 AB 705 Implementation Status

- The Council was provided with a brief update on the work of the Districtwide Assessment Workgroup to implement AB 705. The following is being addressed:
 - Use of questions on CCCApply to assign skills levels to new students.
 - Use of Mesa College's Placement Assistant at City and Miramar Colleges for continuing students, International students, and Continuing Education students.
 - Conversion of all existing skill levels to align with AB 705.
 - Communication to students.

4.0 Canvas for Orientation Platform (Kats Gustafson)

- Kats Gustafson reported that the new Canvas Learning Platform has the capability to use online orientation.
- The Council agreed to discuss further once the new system is live.

5.0 Student Health Services Program – Denise Whisenhunt (deferred to next meeting)

6.0 Service Hours Grids Spring 2019

- The Council reviewed the Spring 2019 Service Hours Grids.
- The Vice Presidents agreed to report any changes to Lynn Neault by the end of the week.
- The Spring 2019 Service Hours Grids will be posted online on Wednesday, November 14, 2018.

7.0 BP 3100 – Student Rights, Responsibilities, Campus Safety and Administrative Due Process

- The Council reviewed the updated draft Board of Trustees Policy 3100 – Student Rights, Responsibilities, Campus Safety and Administrative Due Process.
- Updates include additions to the Student Code of Conduct:
 - Inclusion of the prohibition of the use of a recording device in the classroom without consent of the instructor except in cases of Disability Support Programs and Services (DSPS) students with accommodations.
 - Inclusion of a code of conduct violation for providing false information to a college official in the course of an investigation.
 - Inclusion of the prohibition of use, possession, sale and cultivation of marijuana on District premises.

8.0 Ongoing Form Review and Update

- The Council continued the ongoing review and updates of Student Services forms in accordance with the established guidelines. The following forms were reviewed and updated: Counselor Assessed Skill Levels, Deferment Application/Contract, Employee Acknowledgement of Confidentiality of Student Records and Computer Passwords, Petition for Pass/No Pass Option, Mandated Training Course Repetition, Petition for Academic Renewal without Course Repetition, and District Regulations Governing Academic Renewal without Course Repetition.
- It was agreed that the forms will be updated and distributed accordingly.

9.0 Other