



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
September 6, 2018
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Rick Cassar	Miramar College Academic Senate
Adrian Gonzales	Miramar College
Kats Gustafson	Instructional Council Representative
Ashanti Hands	Mesa College
Leroy Johnson	Mesa College Academic Senate
Bernice Lorenzo	City College Academic Senate
Lynn Neault	Student Services
Cat Prindle	Continuing Education Academic Senate
Denise Whisenhunt	City College

-
- 1.0 Approval of Minutes
- May 31, 2018
 - Approved
- 2.0 Interventions for Repetitions – Whisenhunt (Deferred to September 6, 2018 meeting)
- The Council discussed proposed interventions for students repeating a course after receiving a substandard grade or withdrawal. It was suggested that students receive an email reminding them of support services available including:
 - Tutoring
 - Office Hours
 - Math Jam
 - Mental Health Services
 - Lynn Neault agreed to follow-up with the new communication capability in Campus Solutions.

3.0 Campus Solutions Update

- The Council reviewed the updated comprehensive training plan. The Council asked for clarification of the intended audience for several of the sessions. Lynn Neault will update the plan to include a detailed description of the intended audience.

4.0 Enrollment Fee Waiver for Concurrent Enrollment

- The Council was informed that the Chancellor's Cabinet approved the fee waiver for all concurrently enrolled high school students. The Council discussed the health fee. It was agreed that the health fee would be waived for high school students taking classes on the high school campus. All other concurrently enrolled students will pay the fee going forward.

5.0 Voter Registration Activities

- The Council was reminded of the importance of student voter registration activities. Lynn Neault asked the Vice Presidents for an update on voter registration planned this year.

6.0 Veterans Day Activities

- Lynn Neault provided background information on informing the Board of activities in support of Veterans Day.
- The Vice Presidents were asked to provide updated flyers to Lynn Neault by September 17, 2018 for the Board presentation.

7.0 Spring Probation and Disqualification

- The Council reviewed the most recent report of students who are disqualified or on academic probation. The data show steady decline in recidivism.

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: Consent to Release Student Educational Records, Faculty Academic Sanction Form, Grade Assignment/Change Form, Grade Challenge Petition, Petition for a Health Fee Waiver Based on Faith Healing, Petition for Enrollment Priority Appeal and/or Loss of BOGW, Petition for Leave of Absence, Petition to Challenge Course Prerequisites, Co-requisites & Limitations on Enrollment and Student Code of Conduct Violation Faculty Removal of Disruptive Student from Class.
- It was agreed that the forms will be updated and distributed accordingly.