



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

Approved

**Student Services Council
September 5, 2019
10:15 a.m. – 11:45 a.m.
District Office, Room 110
Minutes**

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

1.0 Approval of Minutes

- August 8, 2019
 - Approved

2.0 Constitution Day Board Agenda Item

- The Council was provided with the Constitution Day activities flyers from each campus.
- Constitution Day Board item will be presented at the Board meeting on September 12, 2019.

3.0 Campus Solutions Update

- The colleges reported that they have been helping students navigate their challenges with the new system.

- Challenges include:
 - Accessing the system (Password Self-Service)
 - Finding classes in the online schedule
 - The registration process (5 steps)
 - Processing add codes (permission numbers)
- The District team has been out on all campuses providing support for staff and students as well as staffing the Support Center. There have been hundreds of calls and problem tickets submitted each week.
- Lynn Neault reported a number of functions are not working properly and the team is working to fix them as quickly as possible.
- One key area needed to support the staff is cross-functional training on business processes as well as the system.
- Lynn Neault will be back next meeting with a plan for cross training.

4.0 Health Fees for High School Students Attending College Classes on the College Campus

- Reaffirm recommendations that dual enrolled students taking classes on the college campuses will be assessed the fee, unless the college determines it will abate the fee. Students dual enrolled in the CCAP program will not be assessed the health fee.

5.0 Math Competency Clarification

- The Council reviewed a memo clarifying math competency for students who graduate under catalogs prior to 2019. The math leadership was connected on the plan and support moving forward.

6.0 Interim Title IX Procedures – AP 3100.2 (Addendum)

- The Council reviewed the following procedure:
 - AP 3100.2 (Addendum) - Interim Title IX Procedures.

- The proposed changes are a result of recent case law in California as well as proposed changes nationally. The procedure is modeled after an Interim Procedure developed by the University of California. Once the new federal guidelines are issued, the procedure will be modified as needed and finalized. In the meantime the interim procedure will be followed for all cases.

7.0 Title IX Annual Report

- The Council was provided with the Title IX Compliance Office Annual Report for the 2018-2019 academic year.
- Some key highlights of the report include:
 - 152 Incident Reports, which is similar to the previous year
 - 6 formal investigations
 - The majority were resolved prior to completion of the investigation
 - The majority of incidents occurred off-campus
 - An overview of the Victim Advocacy Program
- The focus of the Title IX Office continues to be on education and training with a planning focus in 2019-2020 on bystander training.

8.0 Other

- Counselor Conference
 - Proposed Date: April 17, 2020