



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

Thursday, June 4, 2020

10:00 a.m. – 11:30 a.m.

Zoom Meeting

Minutes

Present:

Antonio Alarcon	Instructional Services Representative
Rick Cassar	Mirammar College Academic Senate
Georgina M. Garcia	City College Academic Senate
Lillian Garcia	City College (on behalf of Denise S. Whisenhunt)
Adrian Gonzales	Mirammar College
Ashanti Hands	Mesa College
Catrina Hixon	District Student Services (on behalf of Ramon L. Knox)
Leroy Johnson	Mesa College Academic Senate
Cat Prindle	Continuing Education Academic Senate
Star Rivera-Lacey	Continuing Education

Absent:

Ramon L. Knox	District Student Services
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1.0 Approval of Minutes

- May 7, 2020
 - Approved

2.0 Enrollment Update – *Standing Item*

- Catrina Hixon, Director Student Services, provided the Council with an enrollment update based on the outlook projections from the week of June 1, 2020. Hixon shared that enrollment is slated to remain the same and shared that there are currently 15 outstanding positive attendance rosters but should not affect the outlook.

3.0 COVID-19

- **Virtual Commencement**

- Hixon provided the Council with an update on virtual commencement. The Presidents are in the process of recording their speeches for the virtual ceremonies, scheduled to go-live on July 17, 2020.
- City, Mesa, and Miramar colleges shared that the Evaluations Office on campus sent out graduation invitations, lists for each campus are then sent to MarchingOrder.
- City, Mesa, Miramar and Continuing Education confirmed their ceremony times on July 17, 2020:

City College: 5:00 p.m.

Mesa College: 10:00 a.m.

Miramar College: 1:00 p.m.

Continuing Education: 3:00 p.m.

- **CARES Act**

- Total Awards
 - Hixon provided the Council with the most recent CARES Act award numbers as of June 2, 2020, which includes a total of 9,078 applications for City, Mesa, and Miramar colleges. A total of 4,743 students have been awarded direct aid, totaling \$1,911,600.00 as of June 2, 2020.
 - The Council requested that the number of applications and awards be sent via email.

- **United Way Partnership**

- Hixon reported on a new partnership between the SDCCD and United Way of San Diego. This partnership will include grants for students who are ineligible for CARES Act funds.
- The collected funds could award a \$150 grant to students; United Way would add an additional \$50 – the total grant to student would be \$200, and aid will go directly to students.

4.0 Priority Registration Appointment Change

- Hixon discussed the recommendation to remove the comprehensive education plan requirement for priority registration, and to use the abbreviated plan for priority registration appointments.

- The Council supports the removal of the comprehensive education plan requirement.
- The Council requested that Hixon take the topic of comprehensive education plan back to the Academic Advising Subcommittee for follow-up, to discuss the need for the comprehensive plan aside from priority registration.

5.0 Grades, Grading, Academic Standing

- Spring 2020
 - Based on Executive Order 2020-02, and changes in grading policies, Hixon shared the following proposal from the Academic Advising Subcommittee:
 - The Academic Advising Subcommittee is requesting approval to adjust the academic standing for all Spring 2020 students to receive “Good Standing” in order to minimize impact for students who enrolled in Spring 2020.
 - The Council approved to adjust academic standing for all Spring 2020 students to receive “Good Standing”.
 - The Council suggested including the change in a communication to students. Hixon agreed to draft a letter to academic disqualify students to include the adjustment as well as encouragement to meet with counselor.

6.0 Board Policy 5035 – *Withholding of Student Records*

- AB 1313: Higher Education: Prohibited Debt Collection Practices
 - Hixon shared Board Policy 5035 – *Withholding of Student Records*, with the Council, and shared that based on AB 1313 Student Services is looking at making a policy change to BP 5035, which will be sent for approval to the Council.
 - Hixon shared that in practice we are not holding transcripts, implemented in January 2020. The Board Policy and Administrative Procedure will be updated and sent through shared governance.

7.0 Other

- Streamlining Excused Withdrawal Process

- The Council discussed the Excused Withdrawal (EW) process in response to COVID-19. The Council agreed to draft a communication for faculty regarding grade change forms.
- Rick Cassar (Miramar Senate Representative) will draft the communication with a reminder to faculty regarding grade change forms and Early Withdrawals (EW's) in the Spring 2020 semester, in light of COVID-19. Once finalized, it was agreed that the letter will be shared with the Vice Presidents of Instruction to distribute to deans and chairs.

Next SSC Meeting: July 2, 2020