



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, October 1, 2020
10:00 a.m. – 11:30 a.m.
ZOOM**

Minutes

Present:

Antonio Alarcon	Instructional Services Representative
Georgina M. Garcia	City College Academic Senate
Adrian Gonzales	Miramamar College
Ashanti Hands	Mesa College
Catrina Hixon	District Student Services
Leroy Johnson	Mesa College Academic Senate
Ramon L. Knox	District Student Services
Star Rivera-Lacey	Continuing Education
Cat Prindle	Continuing Education Academic Senate
Kirk Webley	Miramamar College Academic Senate
Denise S. Whisenhunt	City College

Absent:

NONE

1.0 Approval of Minutes

- September 3, 2020 - Approved

2.0 Enrollment Update – *Standing Item*

- Ramon Knox provided the Council with an enrollment update including the following:
 - -6.5% projected difference from target for all colleges
 - 38% District progress to target
 - Last year at this point in time, progress to target was 53%

3.0 CARES Act and United Way Update

- Ramon Knox shared the CARES Act and United Way of San Diego grant application numbers as of September 21, 2020:

- CARES Act: Total of 6,587 applications for City, Mesa, and Miramar colleges.
- United Way: total of 242 applications for City, Mesa, and Miramar colleges.
 - CE application will launch of September 21, 2020.
- If the colleges are unable to award the total number of awards, there will be a re-allocation of the funds to be provided to CE for distribution.

4.0 San Diego Foundation Grant

- Ramon Knox shared San Diego Foundation grant update
 - The total number of students residing in District 4 zip codes, eligible for the San Diego Foundation grant is 15,591; 11,684 are from the SDCCD campuses. Other colleges, including Palomar, Mira Costa, Grossmont and Southwestern include a total of 3,907 students.
 - The amount of dollars will be disbursed using a 75%-25% split, for a total of \$70,000.

5.0 Language Other than English (LOTE) Follow-up (Catrina Hixon)

- Catrina Hixon (District Student Services) joined the Council for a follow-up on the CA UC requirement of Language Other than English (LOTE).
- The Council reviewed the LOTE Clearance Form to formalize the process of clearing a degree requirement of Language Other than English.
- The Council agreed to use the LOTE Clearance Form to standardize a process that can be done within the District with the following caveat:
 - With language unknown, search for translation options for student

Action Item: *Catrina Hixon will finalize form and send out a memo to set the use of the LOTE Clearance Form as standard.*

6.0 Districtwide Counselor Retreat Update (Georgina M. Garcia, Leroy Johnson, Kirk Webley)

- The Council reviewed the draft agenda for the Districtwide Counselor Retreat.
- The following information was shared:
 - Date: October 30, 2020
 - Time: 9 a.m. - 3 p.m.
 - Approximately 125-150 attendees districtwide

- Leroy Johnson (Mesa) shared the request for approval to have classified staff available to answer phones, and have no counseling services on the day of the retreat, including no counseling appointments.
- The Council agreed to provide limited services, and to ensure this will be communicated broadly to the campuses.
- The Interim Vice Chancellor, Student Services was invited to join the retreat to give a welcome address.

7.0 Other

- SDCCD H.S./Provisional Student Disqualification Process
 - Ramon Knox requested that the campuses provide their current provisional student disqualification business process.

Next SSC Meeting: November 5, 2020