



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

CITY COLLEGE • MESA COLLEGE • MIRAMAR COLLEGE • COLLEGE OF CONTINUING EDUCATION

**Approved**

**Student Services Council  
Thursday, April 8, 2021  
10:00 a.m. – 11:30 a.m.  
Via Zoom**

## **Minutes**

### **Present:**

Antonio Alarcón	Instructional Services Representative
Ailene Crakes	Mesa College (on behalf of Ashanti Hands)
Georgina Garcia	City College Academic Senate
Adrian Gonzales	Miramar
Leroy Johnson	Mesa College Academic Senate
Cat Prindle	Continuing Education Academic Senate
Star Rivera-Lacey	Continuing Education
Susan Topham	District
Kirk Webley	Miramar
Denise Whisenhunt	City College

### **1.0 Approval of Minutes**

- The March 4, 2021 minutes were approved by consensus

### **2.0 Summer Service Hour Grids**

- Topham shared the summer 2021 grid. Group approved, and next steps are to share on the website.

*ACTION – Share Summer Service Hours Grid on web.*

### **3.0 Forms Review**

- Topham shared the California Nonresident Tuition Exemption Request form. There was consensus the form looked ready for use, with exception of consistency of the number of years related to *discharged from a California military installation* on the form in two places. The correct number of years should be three (3) throughout the form.

*ACTION – Correct form, and proceed with use.*

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### 4.0 Excused Withdrawals Memo

- Topham shared the Academic Senate agreed to process Excused Withdrawals without having the instructor review the grade change form. As a benefit, Student Services will be able to process these transactions quicker.

### 5.0 Drop for Non Payment Timeline

- Topham shared Student Services has been working on the programming for student communications to be implemented summer 2021 which allows for a small group of students to test without large impact. The following student populations are protected, and will not be dropped: on a payment plan, with anticipated financial aid, veterans with anticipated aid, R2T4 students, Promise Grant students. Two dates are planned with various emails and warnings given to students: 1) prior to open registration; and 2) prior to census. Topham will look into this and get back to this group
  - Johnson shared concern about the ongoing District email issue, and whether students will receive timely warnings.

### 6.0 Other

- Topham shared preliminary feedback on a recent review of the Student planner. Anticipates, the planner being ready for fall 2021.
- Topham inquired as to whether Ethnic Studies, needs to be discussed, with respect to course offerings. Let Topham know if there is specific information or support needed.
  - Miramar is in the process of including additional courses needing these particular services.

**Next Meeting: Thursday, May 6, 2021**