



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

Approved

**Student Services Council
Thursday, May 6, 2021
10:00 a.m. – 11:30 a.m.
Via Zoom**

Minutes

Present:

Antonio Alarcon	District Office, Instructional Services Representative
Georgina Garcia	City College Academic Senate
Adrian Gonzales	Miramamar College
Ashanti Hands	Mesa College
Leroy Johnson	Mesa College Academic Senate
Guillermo Marrujo	Mesa College
Kari Parker	Mesa College
Cat Prindle	College of Continuing Education Academic Senate
Edith Quintero	College of Continuing Education – North City
Susan Topham	District Office
Kirk Webley	Miramamar College
Denise Whisenhunt	City College

1. Approval of Minutes

- The April 8, 2021 minutes were approved by consensus.

2. Forms Review

- Topham shared the Deferment Application/Contract form. There was consensus that the form looked ready for use.

ACTION – Proceed with use.

- Topham shared the Petition to Challenge form. There was discussion regarding using the word “milestone.” The Council recommends reviewing the terminology used in the portal to ensure it aligns with the terminology used in the form. If “milestone” is used, then page two should also be updated under the “note” section, by changing “assessment” to “milestone.”

ACTION – Proceed with the Council’s recommendation. Bring the form back to the next SSC meeting with changes for review and approval.

- Topham shared the Student Participation Criteria for Concurrent College Enrollment form (SDUSD_CCAP). After discussion, it was decided to send the form back to Educational Services. Topham will review the form with Outreach before bringing the form back to SSC.

ACTION – Topham will review the form with Outreach and will bring the updated form back to SSC for review and approval.

- 16. May want to wordsmith to be clearer. Change to “may not require”
 - 6. Take out “test” – at college
 - 7. Does this apply to Promise?
 - 7 & 8. Do these apply?
- Topham shared the CH. 33/CH. 31 Deferment Contract form.

ACTION – Topham will review the form and will bring the updated form back to SSC for review and approval.

3. Deceased Student approved

- Add into faculty handbook and add into chair training. Noting that if you have a notice of a student being deceased, this is where that information goes

4. Health Exposure

- Handled at the local level and not at the district level initially due to the timeliness of the tasks and how quickly the process moves along.
- Are CPR and Facilities informed?
 - Miramar – informs President and Executive Cabinet. Depending on scale, may pull in the local PIO until the President decides to go further
 - Mesa – adds a note when sending to executive cabinet and president that VPSS does not feel that it needs to go further, or that the following additional steps should be taken. Keep local, and if they feel like it's needed they can pull in the District
 - When colleges notify DIS, they are relying on DIS ES to let any additional DIS offices know
 - Box with press release, add something “if press release needed, notify CPR”

5. Financial Aid Course Auditor

- From broad perspective, still trying to figure out functionality. Starting a pilot in the fall. Wondering what some of the impacts will be with the student. How FA view students through micro lens and counselors view as a macro lens.

ACTION – Take to the next VPSS meeting for discussion.

6. Drop for Non-Payment

- Topham has worked with her team on the communication and has begun sending emails to students. Will also send a new CS Newsletter out before the first drop to include DNP information.

7. Other

- COVID-19 Update
 - Topham shared that 40k emails with return to fall planning survey was sent to students on April 30, 2021. The survey has received over 6k responses from credit and non-credit students, as of May 6, 2021. The target population was students who had activity in their records for Fall 2020 and Spring 2021, including student who received EWs. Questions were around intent to return in Fall 21, 62% are planning to come back, of those close to 16% are CE students. 63% of students are vaccinated, 21% planning to be vaccinated, the remainder are not planning to be vaccinated. The survey closes on the 14th and Topham plans to have the data reported out within a week of closing.
 - Chancellor's Cabinet discussed mandating vaccinations. Before SDCCD mandates vaccinations they need to ensure the colleges have the ability to provide access for vaccinations to students. Mandating as of now means that if students are going to be on campus for any class or activity. The Cabinet's intent is to be able to provide guidance on this by the end of the month. Topham shared a slide from the survey results to show students preference regarding returning to on-campus, hybrid, and fully online.
 - Looking into using an app, maybe Sway, to help with the self-screening. Working to figure out how to connect this with CS. Need to bring it back for discussions at that point to determine how this will work for processes, etc.

Next Meeting: Thursday, June 3, 2021