



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

3375 Camino del Rio South

San Diego, California 92108-3883

619-388-6500

CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | COLLEGE OF CONTINUING EDUCATION

*Educational Services*

**Approved**

**Student Services Council  
Thursday, September 1, 2022  
10:00 a.m. – 11:30 a.m.  
Via Zoom**

**Minutes**

Present:

Ailene Crakes	San Diego Mesa College
Victor DeVore	District Office
Adrian Gonzales	San Diego Miramar College
Isabella Feldman	San Diego Miramar College
Poppy Fitch	District Office
Larry Maxey	San Diego Mesa College
Marciano Perez	San Diego City College
Juan Carlos Reyna	San Diego City College
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

1.0 Introductions

- Introductions were made.

2.0 Approval of Minutes

- August 4, 2022, minutes were approved by consensus with no edits.

3.0 June 2, 2022 Follow Up Item

- Proposed Counselor Workshop Dates
  - 9:00 a.m. – 1:00 p.m.
  - 9/30/22 is the preferred meeting date. Academic Advising will discuss the workshop agenda.
  - Adjuncts will be invited and paid.
  - A Save-the-Date will be sent out via the Counseling Chairs. District Educational Services will set up the logistics (Event Brite registration, location (hyflex), lunch/refreshments, etc.). Set up a deadline of 9/16 to register for the event so there is an idea of how many will be in person and how many will be via Zoom.

4.0 Board Policies and Procedures

- Vice Chancellor Topham shared batch 5 of Chapter 5 – Student Services Board Policies and Administrative Procedures.
  - BP 3200 (Formerly 0005) – Accreditation

- BP 3601 – Financial Aid Program Participation Agreement: Code of Conduct
- BP 5015 – Residence Determination
- BP 5130 – Financial Aid
- BP 5400 (Formerly 3200)
- BP 5410 – Associated Student Elections
- BP 5420 – Associated Students Finance
- AP 3200 (Formerly 0005.1) – Accreditation
- AP 5015 – Residence Determination
- AP 5130.1 (Formerly BP 3601) – Financial Aid Program Participation Agreement: Code of Conduct
- AP 5130.2 (Formerly 3001.3 – Student Loan Defaults
- AP 5130.2 (Formerly 3001.3) – Student Loan Defaults – ATTACHMENT A
- AP 5400 (Formerly 3200) – Associated Students Organization
- AP 5410 (Formerly 3200.2) – Associated Students Elections
- AP 5420 – Associated Students Finance
- Student Services Council (SSC) approved moving batch 5 forward by consensus.

*ACTION: The next step is to take batch 5 to Chancellor's Cabinet, District Governance Council, and the Board of Trustees.*

#### 5.0 Catalog Review Revisions Submission (Rico)

- The process of making corrections to the PDF is not working. Question was raised if there will be an easier way to make changes when San Diego Community College District (SDCCD) moves to an electronic catalog.
- Vice Chancellor Topham will discuss with Dean Shelly Hess. Cynthia Rico will send Vice Chancellor Topham an email about the issue.

#### 6.0 Other

- Director Fitch shared an update on Disability Support Programs & Services (DSPS) enhancements, including Clockwork, an Interpreting Request Submission Form, and the DSPS Data Dashboard.
- Dean DeVore shared an update on District Student Services.
  - Fall 2022 communication will be sent to students soon and will include information on updating their gender marker.
  - Student emails will be rolled out gradually to ensure the campuses are adequately supported.
  - HEERF awards will be awarded towards the end of September. The process will be similar to past semesters.
- District Office Reorganization

- Title IX was approved to be reorganized under Human Resources (Board 8/25/22). It will transition after a full-time Title IX Coordinator position is hired. Some of the student-related functions will remain with Educational Services.
- Accreditation, District Strategic Planning, and Institutional Effectiveness and Research will move to a new Vice Chancellor position (Board 8/25/22). The transition will happen after the new Vice Chancellor is hired.
- Grants will be reorganized under the new Vice Chancellor of Institutional Innovation and Effectiveness position (Board 8/25/22). The transition will happen after the new Vice Chancellor is hired.
- Lillian Garcia, the new Dean, Equity and Special Funded Programs, will begin on 9/6/22.

*ACTION: Add Student Centered Funding Formula to the agenda so the Council can share items and information that could be useful.*