



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

Approved

**Student Services Council
Thursday, March 9, 2023
10:00 a.m. – 11:30 a.m.
District Office, Room 245**

Minutes

Present:

Shakerra Carter	San Diego College of Continuing Education
Sean Compas	Guest, PATH Mentee
Ailene Crakes	San Diego Mesa College
Victor DeVore	District Office
Georgina Garcia	San Diego City College
Adrian Gonzales	San Diego Miramar College
MaryAnn Guevarra	San Diego Miramar College
Roberta Krauss	San Diego College of Continuing Education
Larry Maxey	San Diego Mesa College
Marciano Perez	San Diego City College
Cat Prindle	San Diego College of Continuing Education
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

Absent:

Juan Reyna	San Diego City College
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1.0 Approval of Minutes*

- The February 2, 2023 minutes were approved by consensus.

2.0 Limiting Plan Codes (DeVore)

- CPP in PS – Active majors students are pursuing
- Limit of 24 in the system
- We report to National Student Clearing House – current limit of 6 education plans that student is actively pursuing
 - Reports are sent on a monthly basis
 - Request was made to get reports sent to the campuses
- Concern at the College of Continuing Education (CCE): Child Development has minimum of ten education plans
 - Mesa College shares this concern
 - Dean of Student Services, Victor DeVore will find out if ten education plans is possible
 - District to work with Information Technology for the College of Continuing Education

- Students can place education plan codes when they petition to graduate but not necessarily enter in CPP
- DeVore will take this item to the Academic Advising workgroup
- DeVore will review the graduation petition and evaluation process

3.0 CVC OEI Update (Crakes/DeVore)

- Regular updates are being sent to the Vice Presidents of Instruction (VPI) by Vice Chancellor of Educational Services, Susan Topham
- Currently it is in the queue to be a teaching college
- We have met all the criteria to meet this stage
- Brian Weston has been working with the campuses
- VPIs will go over this at this week's VPI Meeting so as to make it standardized districtwide
- Assigning of funding information has been sent to VPI
- VC Topham attends regular meetings with CVC OEI meetings and gives regular updates to VPI
- The contact list needs to be updated
- A confirmation of the funding is requested by the campuses – VC Topham to reach out to the VPI's at this week's meeting
- The requirement for CVC OEI is six units at the home college
- Colleges are expected to monitor themselves
- Dean Ailene Crakes to send Dean DeVore the student information

4.0 Code Out Withdrawals (DeVore)

- The process is done differently at each campus
- A petition must be sent
- A removal of the Vice Presidents of Student Services in the process was proposed. The verification is done with the Admissions and Counselors
 - Counseling Chairs agree and are in support of this proposal
- This will be effective after Spring break

5.0 AB 1705 Update (Rico)

- Cynthia Rico shared that there is old information in milestone & past achievement pages that students are accessing

ACTION: DeVore to look into the removal and update of the milestones page, the past achievements (old information); He will also be working on a memo to communicate with the campuses; Faculty will need to verify in writing that the student is not passing the class.

6.0 Day and a Life of a Transcript Journey (Rico)

- Education Services are trying to narrow impact – consultants are asking for 3-4 days but we would like 2 days and who needs to be impacted by the transcript process
- April 6-7, 2023 (needs to be the same people for both days); 60 people, location at north city (whiteboard); lunch will be served

7.0 Payment Communication to Students (Rico)

- Summer - April 24, 2023
- Fall - May 1, 2023

ACTION: Educational Services to work on communication to students which will include social media as well as email: Drop for non-payment for Summer is still the goal

8.0 Student Ethnicity in Campus Solutions (Rico)

- Student Services to work with OIER to finalize after PUM update and then test before roll out to the campuses

9.0 Student Centered Funding Formula – *Standing Item*

- Development of tools in the works
- VC Topham requests input from the campuses on how to increase completion of the FAFSA
 - Suggestion on creating a campaign to increase student completion of the FAFSA; campuses do not have funding available for this; other incentives for students are being considered (extra credit from faculty incentives; etc.)
- District FA team to go through list of students that do not have the application and will be working with the FA Directors to follow up on students at the campus level
- We are bringing in consultants to review our processes and staffing level at the colleges and the district office

10.0 Other

- Working with Dean Shelly Hess on all of our courses
- Question was raised on clearing rosters – one drop for summer; for fall, one after open registration and one before the semester starts; Fall drop dates have not been finalized
 - May 22nd open registration; August 6th Drop for non-payment – Victor to look into dates
- Promise Grant Application
- VC Topham shared we have nine district evaluators now (El Camino has 15)
 - Suggestion was asked if Evaluators can come to the campuses
- VC Topham shared the importance of district staff to go to the campuses4/
- 4/10 schedule concern about the Friday not being available to students
 - Local level decision (remote work for Fridays)
 - Hope by June 2024 Fridays will be closed districtwide; suggestion to add adjunct faculty if needed.
- Miramar Counseling Chair TBD

(*) See Handout

Next SSC Meeting (In-Person): April 6, 2023 (District Office, Room 245) *Need to find another date