



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

Approved

**Student Services Council
Thursday, December 7, 2023
10:00 a.m. – 11:30 a.m.
District Office, Room 220**

Minutes

Present:

Shakerra Carter	San Diego College of Continuing Education
Ailene Cua Crakes	San Diego Mesa College
Georgina Garcia	San Diego City College
Adrian Gonzales	San Diego Miramar College
Shelly Hess	District Office
Roberta Krauss	San Diego College of Continuing Education
Larry Maxey	San Diego Mesa College
Reem Putrus	San Diego College of Continuing Education
Juan Carlos Reyes	San Diego City College
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

Absent:

Jennifer Aase	San Diego Miramar College
Allison Douglas-Chicoye	San Diego Miramar College
Victor DeVore	District Office
Poppy Fitch	District Office
Kevin Gallagher	San Diego Miramar College
Carolina Gonzalez	San Diego College of Continuing Education
Guillermo Marrujo	San Diego Mesa College
Marciano Perez	San Diego City College

The meeting began at 10:00 a.m. and adjourned at 11:07 a.m.

1. Approval of Minutes

- The November 2, 2023, meeting minutes were approved by consensus.

2. Review of SSC Charge

- Vice Chancellor Susan Topham would like to review the charge and committee composition of Student Service Council (SSC) next semester to reflect the work that is happening at the local and district level. Reviewing the committee composition would also be beneficial to ensure all necessary parties are receiving the communication. What is the purpose and then build up who should be included, ensuring decisions are made with an equity lens.
- Miramar College is replacing their SSC with a Student Success Committee.

ACTION: This topic will be added to the spring 2024 SSC charge.

3. Standards of Academic Progress* (Hess)

- Dean of Instructional Services Shelly Hess shared the Academic and Progress Standards document.
- Discussion
 - Soften the language and soften the approach.
 - Training will be needed and there will need to be consistency in terms of the process and contract. A contract revision will need to be completed to update the language.
 - The catalog goes to print at the end of January, so the Administrative Procedure (AP) needs to be approved by then. Topham mentioned that District Governance Council (DGC) has decided to change to meeting once per month instead of twice. This will impact the approval timeline.

ACTION: Topham recommends this is added to the Spring Counselor Conference agenda. Topham will add the AP to the December 8, 2023, VPI meeting, the December 14, 2023, CIC meeting, then to the Chancellor's Cabinet for two readings and the January 17, 2024, DGC for first reading. The SSC will share the information with their colleges.

4. AP 5013 Students in the Military*

- Topham shared an update to AP 5013.

5. Spring 2024 Meeting Schedule*

- Topham shared the January – June 2024 SSC meeting schedule.

6. Other

- Title 5 Changes to the associate degree. The changes were approved in 2022-23 to take effect in 2023-24. There has been discussion about other colleges recommending a delay in putting the changes into effect. CIC is recommending that San Diego Community College District (SDCCD) not wait because Ethnic Studies is required effective 2024.
- Legislative Changes Presentation. Topham will ensure the presentation is shared with the SSC.

ACTION: Educational Services will share the legislative changes presentation with SSC.

- Remote Work Schedule. There is one-day remote work schedule permissible at each college. There are one-offs in terms of ADA accommodations. Mesa and Miramar have a level of understanding regarding remote work. At City College, adjuncts who meet certain levels of responsibility can work remotely.
- New Enrollment Process at San Diego College of Continuing Education (SDCCE). Carter shared that phase one has been successful, and they are moving on to phase two. There are over 5,000 enrollments for Spring 2024 which is double from this time last year.
- Juan Carlos Reyna has accepted a position as Interim Dean at Mira Costa College beginning in January 2024.
- Statewide Student Services Leaders Conference in March.

(*) See handout.