



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

Approved

**Student Services Council
Thursday, February 1, 2024
10:00 a.m. – 11:30 a.m.
Via Zoom**

Meeting Notes

Present:

Jennifer Aase	San Diego Miramar College
Shakerra Carter	San Diego College of Continuing Education
Ailene Cua Crakes	San Diego Mesa College
Victor DeVore	District Office
Allison Douglas-Chicoye	San Diego Miramar College
Poppy Fitch	District Office
Georgina M. Garcia	San Diego City College
Carolina Gonzalez	San Diego College of Continuing Education
Roberta Krauss	San Diego College of Continuing Education
Bernice Lorenzo	San Diego City College
Larry Maxey	San Diego Mesa College
Marciano Perez	San Diego City College
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

Absent:

Juan Carlos Reyes	San Diego City College
Kevin Gallagher	San Diego Miramar College
Adrian Gonzales	San Diego Miramar College
Guillermo Marrujo	San Diego Mesa College
Reem Putrus	San Diego College of Continuing Education

The meeting began at 10:03 a.m. and adjourned at 10:54 a.m.

1.0 Welcome and Introductions

- Bernice Lorenzo is the new Acting Dean of Student Development and Matriculation at SD City College.

2.0 Approval of Minutes*

- The December 7, 2023, meeting minutes were approved by consensus. The Council briefly discussed the following:
 - Item 6.3 - Remote Work Schedule: Jennifer Aase has concerns about the discussion as it conflicts with Faculty CBA 7.5.13.

The conversation was regarding the "All Hands on Deck" period at the start of the semester being coordinated with the VPSS and the Deans at the local level.

3.0 Disqualification (Rico)

- Student Services Council (SSC) discussed a need to clarify whether students can keep their class and message students in a way that shows we care about them and their progress.
- Once the BP is approved, Educational Services can revisit and update the flowchart with the new process and then share it with students.
- Dean Victor DeVore will offer a breakout session at the March 1 Counselor Conference to discuss this shift. It will change how we view dismissal and probation, so there must be clear communication, updated processes, and a rubric that Counselors can use.
- Consider adding Financial Aid Satisfactory Academic Progress academic probation and what the differences are.
- District Educational Services can put the flowchart and materials together. Still, they will need help from the colleges to work together on the messaging and communication piece for students at the local level.

4.0 Implementation of AB 1705 for Transfer Math (Rico)

- Dean of Instructional Services Shelly Hess is working on meeting with the STEM faculty, and the Math faculty has paused until further guidance comes from the California Community Colleges Chancellor's Office (CCCCO).
- There is a meeting with the Business and Math faculty on February 2, 2024, because a compliance component needs to be in place for the Fall semester.
- Once everything is settled and worked out with the articulation piece, there will be a communication plan.
- M60 is moving forward. It is still in development, but DeVore will contact Hess and his team regarding the effective date. Any student enrolled in Algebra 2 would receive an M50, and those without would receive M40.

5.0 Service Hours (Rico)

- By contract, we need to start planning the 11-month contract this Spring.
- Service hours in June and July of 2025 in terms of the 4/10 summer schedule will need to be determined.

ACTION: Topham will add the 4/10 Summer Schedule for 2024 and 2025 to the next Chancellor's Cabinet meeting to get the answers.

6.0 CCC Apply (Rico)

- DeVore shared that the AB 928 memo mentions new and continuing students. Educational Services is working on an implementation plan and timeline for the AB 928 requirements.
- Monies have come from the CCCCCO for the credit colleges. The credit colleges have agreed to give a portion to District Educational Services for implementation.

7.0 Other

- Update on Softdocs.
 - Softdocs is live with a soft launch. District Student Services Supervisor Marina Rosales will contact the Counselors to offer training on how to look up students and provide time to ask questions.
 - If any Counselors report it is slow, they should check to see if they have an old computer. They may need to have their computer upgraded.
 - If access is missing, they should reach out to Rosales.
 - Jennifer Aase noted that they plan their training two weeks out, so that they would need dates early.
 - Business Systems Analyst Amy Meyers will email the Counseling Supervisors to verify all are in SoftDocs and ask for account verification, and everyone log in before training. Training will be provided by the end of the month.

ACTION: DeVore will check with Rosales and Business Systems Analyst Elaine Chance to see where we are with the training piece and confirm who can access the student transcripts. We will send a communication out to the colleges about who has access.

- Update on Blue Icon
 - We are currently waiting for the consultant's report to see the recommendations. If an Evaluator or Detailer is needed, Topham would need to go to the Chancellor's Cabinet with justification for a request for the positions.
 - We need all the centers on the same page in terms of processing.
- Prebys Organization Mental Health Grant
 - Dean of Wellness, Safety, and Disability Support Programs and Services Poppy Fitch shared that they received the grant and will begin to plan training.

- Fraudulent Enrollments
 - Fraudsters have changed their game by using burner phones to bypass fraud detection.
- ID.me is coming out on Friday, February 2. The District application webpage has been updated to include what documentation is needed.
- If students have questions about ID.me, they should contact ID.me. Any questions about CCCApply should be directed to the CCCCO.
- Students can opt-out. Once DeVore can access ID.me, he will take screenshots of how to opt out and create a job aid.
- ID.me only affects new students.
 - Students who opt in are verified as students and may be eligible for discounts.
 - The Educational Services Division (ESD) aims for students who receive financial aid.
 - There are now cases of students reaching out to other students fraudulently. DeVore is getting more information about this so we can put communication and processes in place to educate students on what to be on the lookout for.

(*) *See Attachment*