



# San Diego Community College District

City College · Mesa College · Miramar College · College of Continuing Education

**Approved**

## **District Student Services Council**

**Thursday, March 6, 2025 | 10:00 – 11:30 a.m. | District Office, Room 220**

### **Minutes**

#### Present:

Jennifer Aase	San Diego Miramar College
Shakerra Carter	San Diego College of Continuing Education
Victor Devore	District Office
Allison Douglas-Chicoye	San Diego Miramar College
Georgina Garcia	San Diego City College
Lillian Garcia	District Office
Carolina Gonzalez	San Diego College of Continuing Education
Roberta Krauss	San Diego College of Continuing Education
Bernice Lorenzo	San Diego City College
Andrew “Luke” Menchaca	District Office
Guillermo Marrujo	San Diego Mesa College
Larry Maxey	San Diego Mesa College
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

#### Absent:

Poppy Fitch	District Office
Marciano Perez	San Diego City College

#### 1.0 Welcome

- Vice Chancellor Topham welcomed everyone to the meeting.

#### 2.0 Approval of Minutes\*

- The December 5, 2024, minutes were approved by consensus.
- Enrollment Priorities were briefly discussed in reference to the meeting minutes.

#### 3.0 AP 0020.3 *Student Services Council*\*

- Topham shared that there will be two reads on the updated AP so that the council members can take it back to their colleagues, and so the counselors can take it to their Academic Senates.

#### 4.0 Waitlist Process

- The instructional faculty, deans, and VPIs requested an updated waitlist process due to everything that is going on with drop for nonpayment, fraud, etc.

- Dean Victor DeVore shared the current process, issues, and proposed updated process. The proposal is to remove the grace period (technically reducing it to one day), and regarding the mass drops for nonpayment and fraud the students will be dropped from the class and the waitlist.
- Topham shared that the VPIs are reviewing the process with their colleagues and will provide feedback to Educational Services. The final process will be shared with DSSC.
- Marrujo shared a concern that students do not receive a notice or reminder to pay by a certain date, emphasizing looking at the process from a student perspective.

#### 5.0 Title IX Student Training (DeVore)

- A notification will go to all students from all four colleges notifying the requirement to offer Title IX training. The training will be in Canvas for students to complete and will be on their to-do list. It was noted that there is no consequence to not completing the training.
- DeVore will email Student Services when the message is sent to the students.

#### 6.0 “All Hands-On Deck” – No Remote Work (Krauss)

- Garcia shared that the Counselors have met and discussed this as a group as well as with AFT President Jim Mahler. They plan to look at the data and make a recommendation. Another consideration is inadequate physical office space.
- Topham asked the group to also take into consideration that students swirl between the colleges so there needs to be consistency.
  - Mesa College shared that they plan to be in-person for the full three weeks to meet the needs of students as they believe students want them to be accessible and in-person.
  - College of CE shared that they would like to be in-person. However, there is an issue with inadequate office space at the Mid-City location.
- Topham mentioned that the three-week “all hands-on deck” decision was made by Chancellor’s Cabinet.
- The Counselors shared that the primary concern is due to inadequate office space which can be addressed at the local level.

*Action: After discussion, the group agreed to share with colleagues that during the three-week period there will be all hands-on deck districtwide, and the facilities issues will be handled at the local level.*

*Action: Items 7-10 will go to the Academic Advising group and will be added to the April 10, 2025, DSSC meeting agenda. Topham has asked Dean Shelly Hess to attend the meeting.*

7.0 *Request for updated Evaluations Business Process Manual (Garcia)*

- *Exception to course repetition policy routing process*

8.0 *Area F Catalog Rights for CSU (Garcia)*

9.0 *New District Proposed GE for Bachelor's Degree (Garcia)*

10.0 *Catalog Rights (Garcia)*

- *Suggestion for statement from the CCC*

11.0 Other

- *Summer 4/10 schedule.* It will begin the week of June 9, 2025, and end the week of July 28, 2025. August 8, 2025, will be the first Friday everyone returns to work. SDCCE returns the following week.
- *CVC OEI.* We received the list of our students who applied to SDSU. DeVore was able to manually process the information. They are currently working on a process to handle this moving forward. Guillermo noted that this is all at the back end, so when they work with students, they should continue to tell them to contact CVC OEI.
- *Partnership with SDSU.* Topham provided an update on progress being made with SDSU. She meets monthly with the Associate Vice President-Provost, Stefan Hyman.
- *Partnership with ASU.* Topham shared information about a potential partnership with ASU online. ASU is proposing a 23% scholarship opportunity for all SDCCD students, which would bring their tuition down to the same as ASUs in-state tuition.
- *UCSD Data Sharing Agreement.* Would allow our students who are planning to transfer to UCSD to receive student support earlier than when they transfer. Topham is working to include SDSU and SDUSD.
- *Joint Board Meeting.* The meeting is scheduled for March 18, 2025. Topham invited all to join.
- *ATAIN (AI Transfer and Articulation Infrastructure Network).* SDCCD was accepted as a district to be part of the first cohort of ATAIN. Foothill College was also accepted from California. This heavily relies on articulation agreements and ASSIST, so Topham is not sure if this will be a good fit for SDCCD.
- *Evaluators.* Topham shared that for one-month Educational Services is fully staffed with Evaluators. However, there are two retirements coming soon that will need to be filled.
- *AB 1111 (Common Course Numbering).* Devore shared that Educational Services is coming up with a marketing campaign to help avoid confusion around the changes to course names due to common course numbering. This fall there will only be six courses, however next year there will be eight additional courses. Fall 2027 will have 27 courses switching over.
- Dean Lillian Garcia shared upcoming events and workshops.

Standing Item

1.0 AB 928

- DeVore provided an update on AB 928.

2.0 San Diego Advance

- The Spring Symposium is scheduled for March 28, 2025.
- Vice President Carter shared that there is a Student Services meeting scheduled for next Thursday to plan for the March 28th symposium.
- Carter mentioned that SDCCE will be recruiting for a new restricted non-tenure track counselor position that will be funded through SDCCE COVID recovery block. The position will be a SDCCE counselor to specifically lead the work for SDCCE.

(\*) *See Handout*