



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services
619-388-6922

**Student Services Council
December 6, 2007
9:00 – 10:30 a.m.
Room Z-602
Minutes**

APPROVED

PRESENT:

John Bromma	CE Academic Senate
Rick Cassar	Miramar Academic Senate
Gail Conrad	Interim VP, Mesa College
Brian Ellison	Continuing Education
Edwin Hiel	City Academic Senate
Guillermo Marrujo	Mesa Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Interim VP, City College
Peter White	Vice President, Miramar

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- 1.0 Approval of Minutes
 - November 29, 2007
 - Approved

 - 2.0 Freshmen Experience (Revisited)
 - At a previous meeting, the Council had agreed to consistent dates for removing holds for summer registration. The Council agreed that the holds would be effective through April 24th.
 - Lynn Neault shared with the Council that the schedule of classes for summer should be out April 1st.
 - The Council agreed to trail the item to the January 17th meeting. The Vice Presidents will bring back possible assessment dates for consistency among the colleges, as well as template language that will be provided to students regarding the program guidelines and expectations.

3.0 Military Spouse Tuition Reimbursement Program

- It was shared with the Council that the Navy is launching a Military Spouse Career Advancement initiative. The program is a two year pilot intended to provide financial support to spouses of enlisted military personnel who enroll in specific training programs.
- Lynn Neault shared that City College is preparing promotional materials including an information sheet that will be distributed to interested participants on the military bases and provided to workforce partnership for distribution in their college center. A Counselor at City will be identified to assist military spouses participating in the program.
- The Council agreed to review the City template for use at the other colleges and Continuing Education.

4.0 SDSU GE "Pass Along" Course Certification

- At the last meeting, the Transfer Center Directors stated that SDSU was no longer accepting GE certification for "pass along" courses from our colleges. Since that time, Lynn Neault followed up with SDSU. She shared that the previous reported information was not correct. SDSU is accepting GE certification for "pass along" courses. She further stated that unless there is a major red flag (institution not accredited) the courses would be accepted. There was no policy change.

5.0 Intersession Processing Information

- The Council was provided with a memo on important processing information for Intersession 2008. The Council reviewed the timelines and had further discussion.
- It was further shared with the Council that if faculty do not turn in their fall grades online by December 28th, prerequisites will not be cleared for Intersession. This is a disservice to students in many ways, specifically if a student is allowed to be in a class and then it is found that the student did not meet the prerequisite the student will then be dropped.
- Gerald Ramsey stated that the real problem comes when the student does not pass the prerequisite but takes a higher class and passes it.
- The academic senate representatives will bring the information back and help inform the faculty to get their grades in early.

6.0 Health Services during Summer Session (Gerald)

- The Council discussed the issue of serving students in health services during summer session as there continues to be confusion. The question was raised that if a student registers for summer session and pays the health fee but is only enrolled for the second 5 week session which starts in July, should that student have health services in June when the full summer session begins.
- It was clarified that regardless of what session they are registered for, they are entitled to services during the whole term.

7.0 Salzburg Seminar – Possible Dates for 2008

- The Council discussed the upcoming dates for the Salzburg seminar and it was agreed that the May 31st through June 7th would be the best date for student participation.
- In the past all colleges have participated; however, last year only City College participated in the program. The Vice Presidents agreed to follow-up regarding next year's participation.

8.0 I.D. Cards

- It was shared with the Council that there have been problems with the quality of the student I.D. cards. The color of the card and picture is fading.
- It was shared with the Council that new, more expensive cards were purchased in hopes that they will not continue to fade/rub-off. However, there still may be a problem with the pictures.
- The vendor is recommending laminating printers. This will ensure that the cards will not fade or rub-off. Student Services has enough funds to replace 3 existing machines (one at each college) with laminating machines; however, it will cost \$5,000 per college to replace additional machines, plus supply costs.
- Another option would be to use only the laminating machine and not the second machine.
- The Vice Presidents agreed to look into whether they can purchase additional printers at \$5,000 and report back at the next meeting.

9.0 SSC Schedule for Spring 2008

- The Council agreed on a Spring SSC schedule. The schedule will be e-mailed to the committee.

10.0 Academic Senate Reports

11.0 Curriculum Instructional Council Report