



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

May 17, 2007

9:00 – 11:00 a.m.

Room Z-602

Minutes

APPROVED

Present:

Gail Conrad	Interim VP, Mesa College
Edwin Hiel	City Academic Senate
Nancy Helt	Instructional Services (for Henry Ingle)
Lynn Neault	Student Services
Gerald Ramsey	City College
Kirk Webley	Miramar Academic Senate
Peter White	Miramar College

1.0 Approval of Minutes

- May 3, 2007
- Approved

2.0 Freshmen Experience Status

- The Council discussed the “Freshmen Experience” pilot for Fall 2007.
- The Council confirmed that students will be registered July 13th. The Vice Presidents agreed to input the names into ISIS by the end of the day, July 9th.
- Kirk Webley provided a summary of Miramar’s “Freshmen Experience” orientation at Mira Mesa High School. He shared that 60 students attended and approximately 40 seemed interested in the pilot with 30 completing semester plans. Five counselors attended and were divided into two groups. Some of the issues that surfaced were:
 - Counselors worked with each student for approximately 10-15 minutes; during that time some students left as they did not wish to wait.
 - A few students requested higher level math courses which required department approval.
 - A few students needed to re-assess based on their assessment scores.
 - The schedule for fall courses was not available so counselors had to work from screen prints.

- Discussion followed on options for getting students into the higher level math courses.
- Kirk Webley recommended doing a comprehensive high school orientation in the Spring to boost summer enrollment, while promoting the “Freshmen Experience” as a fall program. Once the student registers for summer, they will automatically get their fall registration appointment. At the time of the orientation, the campus could provide campus tours, refreshments, assessment testing, etc. It could be conducted on a Saturday so contract and adjunct counselors can participate and have full coverage of students. He feels that many students would benefit from taking summer courses to work on their English and Math deficiencies.
- At a previous meeting, Kirk Webley and Edwin Hiel agreed to take the lead to get the “personal growth,” title changed to something more appealing to students. Kirk Webley reported that he spoke with Shirley Flor and Steve Schommer and they did not suggest a change as they feel that limiting the course title would take away from the other curriculum that is also part of the course. In addition, it would take an inordinate amount of time to get the course approved.
- Gail Conrad briefed the Council on Mesa’s “Freshmen Experience.” She shared there were some glitches, similar to Miramar’s; however, overall it went well. Approximately 200 – 300 students will participate in the pilot. She will report back with more detail at the next meeting.
- The Council summarized issues as follows:
 - Availability of the class schedule
 - Logistics (more counselors)
 - Assessment process and clearing students for higher level courses
- The Council discussed how to enroll students provisionally and still resolve the issue of assessment testing and clearing higher level courses. Peter White suggested a tentative or conditional schedule.
- It was agreed that the student would be placed in a tentative course with a provision that they must make arrangements to take the departmental challenge course and pass. If the student fails the challenge course, they will automatically be placed in the appropriate course.

- It was also agreed that ESOL students would be handled the same way.
- Lynn Neault shared that the tentative schedule of classes can be produced as a “green bar” report, which would list all available courses, rather than using screen prints.
- The Council also discussed students who attend the orientation at the high school and are interested in attending one of the other colleges. The Council agreed to register and enroll the student and submit the information to the appropriate campus for follow-up.
- Gerald Ramsey did not have a report of City’s orientation. City is still in the process of coordinating the high school orientation dates. Students are currently being identified. He will report back at a future meeting.

3.0 Title 5 Revisions

- At the last SSC meeting, the Council was provided with a summary of the most significant changes to Title 5. Additional revisions have been made and the item will be deferred to the next meeting.

4.0 Concurrent Enrollment

- Lynn Neault shared with the Council that there continues to be a lot of confusion with concurrent enrollment.
- The issue that continues to surface is “what is advanced scholastic or vocational work,” and permitting the high school students to take remedial courses.
- The Council reviewed a January 4, 2005, Legal Advisory from the State Chancellor’s office with guidelines for concurrent enrollment. The guidelines specified that advanced scholastic are degree applicable courses.
- Lynn Neault shared that concurrent enrollment is in the annual audit again and the campuses must adhere to the guidelines. It was also shared that per the guidelines, students should not be added unless they are taking advanced scholastic or degree applicable work. Once admitted and enrolled in an advanced scholastic course, they can take any course they want.

- Gerald Ramsey addressed the issue of enrollment fees for high school students. He inquired as to how much money the district makes by charging high school students' fees. The Council was reminded that the issue of charging high school students has been an ongoing subject. The Board took action to no longer waive enrollment fees for concurrently enrolled high school students, except for those in special MOU programs.
- Gerald Ramsey would like to make an argument to not charge high school students. He feels there is no need to charge them while they are in high school as the college will eventually pick up the high school student and generate the apportionment.
- Lynn Neault shared that the policy was changed several years ago after much consultation because high school students receive the same college credit as regularly admitted students and if they cannot afford to pay the fees, they are eligible for BOG waivers.
- A change to the policy would require a Board action.
- Gerald Ramsey feels that the district could lose the high school population because they are being charged.
- Lynn Neault agreed to run data on how many concurrently enrolled students are paying the fee and how many later apply to attend as regular students once they graduate from high school.

5.0 Student Health Fee

- It was shared with the Council that the fee for the accident insurance has gone up \$.25. Lynn Neault shared the revenue is projected to come in at \$190,000 and the policy is \$240,000, which has caused the increase. In the past, the general fund would cover the difference; however, that will no longer be the case and the campuses will have to cover the difference. She reminded the Council that some of the short fall is a result of all the abatements.
- At the last meeting, it was reported that an increase in the health fee is proposed for Fall 2008 with the exception of intersession, which is currently under discussion at the Presidents' Councils. The Vice Presidents were asked if that was still the proposal coming from the campuses.

- The Council also discussed the current status of the fee waivers/abatements and revisiting it with the Board.
- Gerald Ramsey shared that City's President's Council did not want to charge intersession students and did not want to increase in the fall.

6.0 Spring 08 Registration Schedule

- The Council discussed and agreed to a November 13th start date for Spring 2008 registration.

7.0 Conditional Acceptance Agreement with UCSD (Peter White)

- Peter White brought forward a proposed MOU from UCSD with Miramar College and UCSD's Extension English Language Institute (ELI) for an agreement for conditional acceptance and college preparation of international students who will study at ELI before their admission to Miramar.
- Peter White inquired about next steps. The MOU has to follow the established MOU process. Gail Conrad shared that Mesa has no scheduled President's Cabinet meetings until September.
- The Council discussed why an agreement with Miramar only and not the other colleges. Peter White will inquire with UCSD if the agreement can be extended to City and Mesa as well. It was agreed the MOU would go through the MOU approval process.

8.0 Timeline for Re-Taking Assessment Test (Gerald Ramsey)

- Gerald Ramsey raised the issue of high school students re-taking the assessment test when they return to the college as regular students. He would like to re-rest high school students within three years of them returning to the college to see where they place. He does not wish to change the established three year rule; however, he would like to look for a way to identify special circumstances.
- Lynn Neault shared that the three year policy is a faculty department policy and the faculty has been very firm on the re-take policy. She suggested a meeting with the math and English chairs to revisit this timeline.

9.0 Coursework Outside of District to Clear GE (Edwin Hiel)

- Deferred

10.0 Civility on Campus (Gary Pavela) Presentation

- Deferred

11.0 Priority Registration Usage (DSPS/EOPS)

- Deferred

12.0 National University Scholarship Update

- Deferred

13.0 Evaluator Subcommittee Report

- Deferred

14.0 Student E-Mail Messages – Overview

- Deferred

15.0 Middle College Program – Parent Signature

- Deferred

16.0 Student Code of Conduct for Online Classes

- Deferred

17.0 Academic Senate Reports

- No reports.

18.0 Curriculum Instructional Council Report

- No reports.