



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

3375 Camino del Rio South  
San Diego, California 92108-3883  
619-388-6500

CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION  
*Student Services*

## Student Services Council

April 24, 2008

9:00 – 11:00 a.m.

Room Z-405

Minutes

**APPROVED**

### PRESENT

John Bromma	CE Academic Senate
Rick Cassar	Miramar Academic Senate
Brian Ellison	Continuing Education
Shelly Hess	Instructional Council (for Henry Ingle)
Edwin Hiel	City Academic Senate
Barbara Kavalier	Vice President, Mesa College
Guillermo Marrujo	Mesa Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Interim VP, City College
Peter White	Vice President, Miramar

### GUESTS:

Ivonne Alvarez	Mesa College
Julie Barnes	City College
Marcia Biller	Continuing Education
Joi Blake	Mesa College
Naomi Grisham	Mesa College
Mary Guevarra	Miramar College (for Joan Thompson)
Anne Heller	Continuing Education
Erika Higginbotham	Mesa College
Lorie Howell	Continuing Education
Adela Jacobson	Mesa College
Bernice Lorenzo	City College
Barbara Mason	City College
Nick Mata	Miramar College
Julie Pludow	Mesa College
Debbie Wright-Hauer	City College

- 
- 1.0 Approval of Minutes  
April 17, 2008
- Approved

## 2.0 HBCU (Transfer Center Directors)

- Logistics
- Peter White inquired if an accounting detail could be provided on what the HBCU workshop provides and how the money is spent, including the outcomes of the event, student participation, etc. He requested an accounting detail to include who benefits, scheduling, locations, costs incurred, etc.
- Gerald Ramsey reported that in 2007, he proposed that each college pay for part of the annual cost, which was small – City \$2,000; Mesa \$2,000; and Miramar \$1,600. At the time, the Vice Presidents agreed to the proposal.
- Naomi Grisham provided the Council with a brief history of the HBCU event.
- Gerald Ramsey stated that on the surface it appears to be a transfer fair, however, it is much more than just transfer. The college buses high school students to attend the event and provides lunch and allows them to interact with HBCU representatives on a one-on-one basis. Therefore, it is also serving as an important outreach event.
- Joi Blake shared that she is impressed with the presentations and the exposure for students. She strongly supports the commitment and partnership the colleges have acquired with HBCU.
- Naomi Grisham shared that Denise Whisenhunt provides an evaluation of the event for students; however, they are not tracked after the event.
- It was agreed that the cost per college would be evaluated further. In addition, the Transfer Center Directors agreed to provide information on the participation by high school feeder (City, Mesa, Miramar).

## 3.0 Proposed SDSU – City Link Program (Julianna Barnes)

- Julie Barnes shared a new, exciting initiative for City called “City Link Program.” This program initiated from the City Heights collaborative and is similar to the “Compact for Success,” where the goal is to make sure students have the necessary tools to “go through the system.”
- Julie Barnes shared that the proposal is in the final stages and should be completed next week.

- Rick Cassar inquired if research could be conducted on Hoover High students to determine the success rate of the program. Julie agreed.
- On a separate matter, Wendy Stewart shared that SDSU is not willing to share the list of “denied” students for Fall 2008. She shared that every year, SDSU provides the colleges with a list of students that they have denied so that the colleges can contact the students and follow-up. Lynn Neault agreed to follow-up.

#### 4.0 Transfer Awareness Week

- Naomi Grisham proposed that next October be Transfer Awareness month in the district, similar to last year. She inquired if it was possible for the district Student Services office to fund a number of miscellaneous expenses for promotional purposes. Lynn Neault agreed to work with the Vice Presidents to fund the promotional items for City, Mesa and Miramar.

#### 5.0 Categorical Site Visit Preparation

- Coordination
- Data Needs
- At a previous meeting, it was agreed that the CalWorks, EOPS, DSPS and the Matriculation Deans would be invited to Student Services Council on April 24<sup>th</sup> as a follow-up to the meeting in December.
- The Council discussed coordination and data needs and agreed to establish coordinating teams. It was agreed that a team approach to address the site visits, specifically in regards to data gathering would be beneficial.
- The Council was provided with a list of documents that Adela Jacobson acquired at a training session. The documents provide program review questions and expectations for each of the components. The Council reviewed the documents.
- It was agreed that the following teams would be established:
  - Gail Conrad will take the lead for DSPS
  - Joi Blake/Julie Barnes will take the lead for Matriculation
  - Bernice Lorenzo will take the lead for CalWorks
  - Adela Jacobson will take the lead for EOPS

- It was further agreed that the teams will meet by the second week in May to begin discussions.
- Adela Jacobson shared that the Chancellor's office recommends that the groups meet every other week to plan for the site visits.

#### 6.0 Board Report on Basic Skills

- It was shared with the Council that a Basic Skills update will be presented to the Board at the May 8<sup>th</sup> Board Meeting.
- The Council discussed the format for the presentation. It was agreed that each college and Continuing Education would submit a "best practice" program for their respective college, along with Freshman Year Experience.

#### 7.0 Military Priority Registration Update

- The Council was provided with an update on priority registration for active duty military and those discharged within the last 2 years. It was shared that almost 100 requests were submitted after the deadline that had to be manually input.
- It was stressed that the deadline should be adhered to with exceptions for extenuating circumstances.

#### 8.0 Inappropriate Website Access (Revisited)

- Deferred

#### 9.0 Academic Senate Reports

#### 10.0 Curriculum Instructional Council Report

#### 11.0 Other

- Joi Blake shared her concern with the Freshman Year Experience (FYE). She stated that the challenge Mesa is having is that they are required to cut classes which will mean that they may not have available classes for the FYE participants. She also inquired if Basic Skills money can be utilized to add more sections of personal growth.

- Lynn Neault shared that Basic Skills resources can be used for additional sections that are part of a specific program to enhance basic skills programs, such as learning communities.

#### 12.0 Matriculation Deans Report

- Julie Barnes shared that the counseling chairs agreed to have a districtwide college retreat each year in the Fall and Spring. She stated that the retreat would be part of the contract work week.
- It was agreed that the Counseling Chairs would work with the Vice Presidents to determine other training needs and how each college will support these needs while meeting ongoing student demand for counseling services.