



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

**Student Services Council
October 1, 2009
9:00 – 11:00 a.m.
District Office, Room 110
Minutes**

APPROVED

Present:

Brian Ellison	Continuing Education
Peter Fong	Miramamar College
Shelly Hess	Instructional Services
Barbara Kavalier	Mesa College
Cathi Lopez	Academic Senate, City
David Navarro	Academic Senate, Miramar
Lynn Neault	Student Services
Cynthia Rico-Bravo	Academic Senate, Mesa
Peter White	City College

Guest:

Chris Sullivan Mesa Faculty (Doctoral Intern)

1.0 Approval of Minutes

- September 10, 2009
- Approved

2.0 Spring Enrollment

- The Council reviewed a draft of an updated letter to students regarding the budget situation and limited availability of classes. The letter was originally sent prior to fall enrollment. It was agreed that it should be sent prior to spring enrollment.
- The Council discussed placing a notice in the schedule of classes, and on Student Web Services regarding Intersession being cancelled.

- The Council agreed upon a 9 unit enrollment limit for summer rather than 12 as it is currently. Students will be able to add additional units after the session starts. The limit is intended to provide as much access to classes as possible
- The Council also agreed to revisit the unit “bands” for priority registration at a future meeting.

3.0 Online Graduation/Degree Petition

- The Council discussed some of the concerns of the evaluators and counselors regarding the online petition for graduation. Currently more than 50% of the students are not eligible when they apply, which causes a lot of extra work for the counselors and evaluators. More computer restrictions are being placed on the petition (unit load, transcripts on file) which will block students from submitting it if the criteria are not met. In the meantime, it was agreed to leave the petition up on line until the restrictions can be added.

4.0 Proposed Assessment Schedule – (Revisited)

- The Council agreed to reducing the number of assessment sessions as classes start to fill since there will not be seats available in English and math classes. Peter White took the lead in proposing a schedule. Barbara Kavalier and Peter Fong agreed to review the proposed schedule with their staff and discuss at the next meeting

5.0 508 Accessibility Policy Draft

- The Council received a draft of a new policy on accessibility and compliance with Section 508 of the Rehabilitation Act. The draft was prepared by a representative committee of faculty and staff districtwide and by Gail Conrad, Director of DSPS. The Council approved the draft. Lynn Neault will ask Gail Conrad to develop the corresponding procedure.

6.0 High School Feeder Report

- The Council reviewed the most recent report from Research on the capture rates, preparedness levels and characteristics of students who attend City, Mesa and Miramar. Lynn Neault highlighted the assessment levels noting the decline in students who place at transfer level, and corresponding increase in students assessing at basic skills levels. The information will be presented to the Board at the next meeting.

7.0 Title 5 Regulations – Repetition and Withdrawal (Update)

- Lynn Neault reported that the new Title 5 regulations pertaining to repetition and withdrawal have been approved by the Department of Finance and will become effective at the end of October. Lynn reported that she plans to have the new processes in place for the District in January since a new policy must first be approved by the Board. Currently the District is in compliance with the regulations so there will not be any compliance issues with the delay. The Council agreed with the timing. A draft policy will be brought to the next meeting for review.

8.0 Academic Senate Reports

9.0 Curriculum Instructional Council Report

10.0 SSC Subcommittee Reports (Standing)

11.0 Other

- Counseling Workshop – It was agreed that the October 16 Counseling Workshop would be with the counselors and the AFT leadership to address the contract concerns of the counselors. A future meeting will be scheduled to discuss creative strategies for serving students.
- Math 46 – There was considerable discussion about Math 46 and whether it would clear area A-2 in GE and math competency for student with catalog rights. It was agreed that since the course is now non degree applicable that it should not clear the GE and competency requirements of students with catalog rights.
- David Navarro stressed that it is critical that the information gets out to students. It was agreed that classroom announcements and course syllabi are the best sources for the information. Lynn Neault will also get the information on the online class schedule and Reg-e.