



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

**Student Services Council
January 27, 2011
9:30 – 11:00 a.m.
District Office, Room 110
Minutes**

APPROVED

PRESENT:

Cynthia Rico Bravo	Mesa Academic Senate
Stephen Flores	CE Academic Senate
Peter Fong	Miramamar College
Cathi Lopez	City Academic Senate
David Navarro	Miramamar Academic Senate
Lynn Neault	Student Services
Brian Stockert	Mesa College
Peter White	City College

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- 1.0 Approval of Minutes
- December 9, 2010
 - Approved

2.0 Academic Standards Policy

- It was shared with the Council that the Vice Presidents are revisiting the academic standards policy (progress and probation) for students. There is concern about students who are disqualified and return over and over. In addition, there is interest in eliminating the 12 unit minimum for calculating academic progress and considering a lower limit.
- With the focus on enrollment priorities and unprecedented demand it may be time to examine our academic standards policies. Lynn Neault would like to recommend that at a certain point the district not allow students who have been disqualified 3 or more times return without going through a hearing process to be readmitted. The Council discussed.

- Peter White and David Navarro agreed. Peter White would like to see a plan in effect to control these students that have multiple attempts and have not been successful. Cathi Lopez agreed. She feels that is a great opportunity to partner with Continuing Education to help these students.
- Cynthia Rico Bravo would like to see the number of students that are exhibiting this problem. Lynn Neault stated that it is not a large number of students; however, they are not making progress and are taking up seats from other students that are being turned away.
- David Navarro recalls having this same conversation 10 years ago. It was shared that when there are not enough classes for students and students are having to be turned away it becomes crucial to start having this type of discussion. The goal of the institution is to serve as many students as possible that can benefit from taking courses. The students that are using up resources and not doing well are not benefiting.
- David Navarro stated that he would support a proposal. Peter White agrees and does not feel it is good practice to start students off with D's and F's. These students have been on probation, reinstated, disqualified, etc. They are not benefiting themselves by continuing to take courses they are not successful in.
- The Council discussed a proposal. It was suggested having an intervention at 6 units of W's. The following was proposed; the first disqualification would be a counselor hold (counselor would let them back in), the 2nd disqualification a semester sit out and the 3rd disqualification they would need to petition to be reinstated.
- David Navarro mentioned that the impact on financial aid students should be considered.
- Lynn Neault agreed to draft a plan to bring to Student Services Council.

3.0 Commencement Report Dates

- Deadline Dates
- Lynn Neault presented the Council with an internal document showing commencement processing deadlines for Spring 2011. It was shared the district office has been working with the evaluators and the campuses on the proposed deadlines.

- March 31st is the deadline for Spring 2011 graduates to file a petition for graduation and is the same deadline for students to file a petition and have their name appear in the official program.
- The Council discussed and provided feedback as they felt the language on the handout was confusing.
- Lynn Neault agreed to clarify the language on the handout and email it out to the Council.
- Peter Fong inquired as to the process to select a valedictorian. Lynn Neault shared that it is up to college. Peter White stated that City has a competitive process to select the student speaker for commencement. Peter Fong inquired about the process to allow the honor's grad to speak at commencement. Peter White stated that he would prefer to leave Miramar to their own process as City already has a process for allowing student speakers at graduation.

4.0 Summer Max Units

- The Council discussed the summer maximum unit override.
- The Council agreed to a maximum override of 9 units for summer (as it was for Summer 2010), and to continue with 16 units for Fall 2011.

5.0 Online Rosters Development

- Lynn Neault shared with the Council that she is starting the process of developing online rosters. She will be meeting with faculty representatives and proposing a concept and then bringing it forward to Student Services Council for feedback. The online rosters will emulate what we currently have but will be a simpler, online process.
- The project is tentatively planned for Fall 2011 implementation.
- Lynn Neault reminded the Council that we are moving to eliminate the paper applications for students, starting in the summer. The Admissions and Records offices should have computer access for students to access the application online. In addition, the paper form will not be eliminated completely to accommodate students who cannot easily access computers.

6.0 Registration Planning for Fall

- It was shared with the Council that Chancellor's Cabinet is considering a contingency plan for the Fall 2011 schedule development process in the event the budget situation worsens in June. She is proposing moving the fall registration and schedule production dates after the June election, thus if the schedule had to be adjusted it would cause less impact on students. She reviewed it with Otto Lee who is supportive.
- The proposal is to have the schedule posted on the web on June 27th (as opposed to June 14th).
- Lynn Neault will be sharing the proposal with Chancellor's Cabinet.
- The Council agreed with the proposal.

7.0 Standardized Test Grid (Follow-Up)

- Changes to SAT/ACT scores for CSU – Update
- At the December 9, 2010, SSC meeting, it was shared with the Council that Chris Sullivan and the English Chairs are recommending changing the SAT and ACT minimum scores for English 101 eligibility to align with CSU, effective Fall 2011. The Council agreed.
- Lynn Neault distributed a copy of the updated grid with the new scores. It will be effective beginning Fall 2011 registration.

8.0 Policy BP 3925 (Revisit)

- At the December 9, 2010, meeting, Lynn Neault asked the academic senate representatives to share a draft Board Policy, 3925, *Posting and Distribution of Literature, Political Activities, Free Speech and Freedom of Expression on Campus* at their academic senate meeting for feedback. The draft policy has also been shared with the District Governance Council for review.
- Cynthia Rico Bravo shared that Mesa's next academic senate meeting will be held on February 7th. She will share it at that time. Cathi Lopez stated that it was introduced at City's academic senate meeting and there was some reaction from faculty.

9.0 Information – San Diego Unified Collaboration

- At a previous meeting, the Council discussed the “High School Letter” that is sent to every high school student each semester. The Council discussed having a contact at San Diego Unified who would be able to provide and disseminate information to the high school counselors.
- Lynn Neault followed up and stated that her office was successful in collaborating with the Lead Resource Counselor at San Diego Unified who will work with the district office to provide information to the high school counselors.

10.0 Other – (Next Meeting)

- **Registration:** It was shared with the Council that currently our registration priorities include transfer work. In light of statewide discussions in enrollment priorities, it may be time to revisit registration priorities.
- Peter White shared that he would like to not give priority to 4-year students.
- **Degrees Awarded:** It was shared with the Council that the Chancellor would like an action plan for increasing the number of Associate Degrees awarded. Lynn Neault would like to put this on the next agenda for further discussion.
- **Joint Meeting Agenda Item:** The Council discussed a few agenda items for the upcoming joint meeting:
 - SB1440 (Implementation team with SDCCD, SDSU & San Marcos)