



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

**Student Services Council
March 10, 2011
10:00 – Noon
District Office, Room 110
Minutes**

APPROVED

PRESENT:

Cynthia Rico Bravo	Mesa Academic Senate
Brian Ellison	Continuing Education
Stephen Flores	CE Academic Senate
Cathi Lopez	City Academic Senate
David Navarro	Miramar Academic Senate
Lynn Neault	Student Services
Brian Stockert	Mesa College (Interim)
Peter White	City College

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- 1.0 Approval of Minutes
 - February 10, 2011
 - Approved
 - 2.0 Programs to Improve Outcomes for Underrepresented Students – Board Report
 - The Council reviewed the report on “Programs to Improve Outcomes for Underrepresented Students” that will be presented to the Board at tonight’s Board meeting. The report had been previously shared with the Council at the February 10th meeting and was thoroughly discussed.
 - 3.0 Policy BP 3925 (Revisited)
 - At the December 9, 2010, meeting, the academic senate representatives were asked to share a draft revised *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.

- Cynthia Rico Bravo shared that it went back to the Mesa Senate for a second reading and it was stopped for clarification. She stated that the senate inquired as to how the free speech policy affects curriculum. Specifically, how does it protect faculty in the curriculum?
- Lynn Neault stated that there is a separate policy for academic freedom. She reiterated that Policy 3925 addresses posting and distribution of literature, political activities and free speech and freedom of expression on the campus, outside of the classroom. The intent of the policy is to maintain the orderly operation of the campus. It was further stressed that the policy conforms to the CCLC format, as well as other free speech policies from community colleges in the region.
- David Navarro stated that it has been discussed at Miramar. Cathi Lopez shared that it is also being discussed at City and she will report back.
- After much discussion, Lynn Neault agreed to add a statement to the draft policy clarifying free expression rights pertaining to classroom instruction.

4.0 Voter Registration Drive

- The Council reviewed the draft voter registration campaign that was used in previous years in preparation for the upcoming election. The Council reviewed the information and agreed to submit any updates to Lynn Neault's office. The draft will be updated and shared with Chancellor's Cabinet.
- It was agreed that a link to the voter registration guide will be placed on Student Web Services and Reg-e, similar to the last time. An email blast will be sent to students promoting voter registration.
- Peter White would like to see a campaign for district employees via the college leadership or the district leadership. He would also like to see the classified senates have a designated role. He feels it is as important as getting the students involved.

5.0 Pre-Requisite Clearance for Work in Progress from Other Institutions

- At the December 9, 2010, SSC meeting, the Council discussed how to handle students attempting to clear prerequisites with work in progress at another institution (outside the district), since there is no follow-up for these students to see if they actually passed the prerequisite course, like there is with students who have prerequisites in progress at one of our institutions.

- At that meeting a process was proposed for Spring 2011, where the student would complete the “prerequisite challenge” form and bring it to the Admissions office with documentation of enrollment at an institution outside of the district. Admissions would provisionally enroll the student pending proof of successful completion of the prerequisite course. The student would then be responsible for submitting their official transcript to the District Student Services office no later than January 14, 2011, showing proof that they successfully completed the course or they would be dropped.
- It was shared with the Council that there was confusion at the campuses as to the process. Some students were referred to Counseling for clearance and some were told to bring their official and unofficial transcript to the campus rather than the district office. Further, students were being cleared with grade reports and without documentation.
- Lynn Neault shared that this created a labor intensive process with duplication.
- It was agreed that if the process is agreed upon for Fall 2011, it must be clear to avoid confusion.
- The Council agreed to review the process at the next meeting.

6.0 Fall 2010 Probation Disqualification Totals After Revised Grades

- The Council reviewed a report on the *Fall 2010 Students Probation-Disqualification Totals* that lists students currently on probation and disqualification. The number was alarming.
- The Council agreed that it is time to revisit the academic standards policy. There was discussion that students with a 2nd disqualification should have to sit out a year and not be automatically readmitted after the 2nd disqualification.
- Peter White recommends that when a student on a 1st disqualification readmits, they must see a counselor and the counselor will establish a contract containing expectations that the student must adhere to and sign. He wants a very clear and consistent process that is uniform across the three colleges. He would like to reduce the number of students that continue to come back without being successful.
- The Council agreed to put this back on the agenda for additional discussion and brainstorming.

7.0 Summer Hours

- The Council was provided the draft service hours grid for Summer 2011. The Vice Presidents agreed to review and submit any changes by March 24, 2011.
- The Vice Presidents discussed moving to 8:00 p.m. to 6:30 p.m. hours for the summer.

8.0 CELSA Test Site License Information

- It was shared that there is interest to be able to administer the “Ability to Benefit” test at each college rather than sending all of the students to City College to be tested since the numbers are relatively low.
- Cynthia Rico Bravo stated there is interest at Mesa. It was agreed that the Vice Presidents would follow up and let Lynn Neault know by March 24th so she can purchase the license for Mesa and Miramar, as well as get information on training.

9.0 UCSD TAG Changes (Revisit)

- The Council discussed UCSD’s new GPA change for Fall 2012. It was agreed that an email would be sent out to all students regarding the new GPA on the TAG agreement.
- The Council discussed the status of the University Links program at the campuses. It was agreed that University Links is not very active right now and there needs to be a plan to communicate it to students.
- The Council had much discussion and had some concerns.
- Peter White shared that he is meeting with Mae Brown from UCSD and he would put some of his questions in writing.
- The Council agreed to revisit University Links at the next meeting and discuss reviving the structure.

10.0 Student Success Task Force

- Cynthia Rico Bravo provided the Council with an update on the work of the Student Success Task Force. She went over in detail the suggested recommendations from the task force and discussed them with the Council. It was agreed that the Council would have a discussion and provide feedback at the next meeting.