



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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

**Student Services Council
September 1, 2011
9:00 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

APPROVED

PRESENT:

Randy Barnes	Miramamar College (Acting)
Cynthia Rico Bravo	Mesa Academic Senate
Brian Ellison	Continuing Education
Cathi Lopez	City Academic Senate
David Navarro	Miramamar Academic Senate
Lynn Neault	Student Services
Brian Stockert	Mesa College (Acting)
Peter White	City College

GUESTS:

Cathy Hasson	Institutional Research and Planning
Jessica Luedtke	Institutional Research and Planning

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- 1.0 Approval of Minutes
 - August 25, 2011
 - 2.0 Disproportionate Impact Study Presentation (Cathy Hasson)
 - Cathy Hasson and Jessica Luedtke from Institutional Research and Planning presented a summary report on the *Disproportionate Impact Study* to the Council.
 - The Disproportionate Impact Study is part of an on-going effort to validate the placement tests used by the San Diego Community College District. The tests are to be validated every five years in compliance with the Matriculation regulations. The purpose of this study is to determine equity among students who take the placement tests.
 - The Council discussed the findings with the researchers. It was explained that the determination of disproportionate impact is based upon the mean score. The standard is that the mean for all groups would not fall below 80% of the average mean. The results show that no ethnic group has been disproportionately impacted. Further, all groups scored at or above the overall mean test score.

- The report is available on the Institutional Research and Planning website. The Council agreed that copies of the report shall be distributed to the Matriculation deans.
- The research office will be examining consequential validity of the placement test this fall and will report back.

3.0 Proposed New Academic Standards Policy

- The Council was provided with a summary of the Fall 2011 new disqualification process. It was reviewed and further feedback provided.
- The Council discussed the hearing process. It was agreed that hearings will be conducted in June for Fall and November for Spring.

4.0 Spring 2012 Registration Timeline – Revisited

- The Council was provided with the revised Spring 2012 registration timeline. The timeline was approved by the Council.
- The Council also discussed the December 19-21 service hours.
- Peter White addressed City's service hours. Counseling, Admissions, Financial Aid, EOPs and Accounting office hours are 8:00 a.m. to 4:30 p.m.
- Mesa and Miramar's service hours are pending.

5.0 Revised Student Travel Guidelines and Forms

- The Council was provided with the revised advisor travel guidelines on faculty and staff chaperoning student travel. The guidelines were discussed and no changes were made.
- The Council made suggestions for the following three travel forms:
 - Minor Student Travel Permission/Release/Waiver
 - Student Travel Permission/Release/Waiver
 - Request/Authorization to Conduct Off-Campus Student Activity

6.0 Counselor Retreat Agenda

- The Council was provided with the revised counselor retreat agenda. The Council approved the agenda. Lynn Neault will send the final agenda to the Council via email.
- The Council will send the number of participants to David Navarro.

7.0 Proposed Parking Fees Increase

- The Council was provided with a draft of the proposal to increase the parking fee. The draft agenda item and the proposed 2011 parking fee survey chart was reviewed and discussed.
- Discussion followed.
- The items will be discussed at a special United Student Council meeting on September 13, 2011.

8.0 Student Success Task Force – Cynthia Rico Bravo

- Cynthia Rico Bravo provided the Council with an update on her work with the Student Success Task Force.
- The Council discussed the recommendations on student readiness, students on probation and disqualification. It was further discussed how this is tied in with BOG and possible interventions (i.e. seeing a counselor, mandatory assessment and educational plan).