



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

APPROVED

**Student Services Council
August 30, 2012
9:00 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Cathi Lopez	City Academic Senate
David Navarro	Miramar Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Miramar College
Cynthia Rico	Mesa Academic Senate
Denise Whisenhunt	Mesa College (Interim)
Peter White	City College

1.0 Approval of Minutes

- August 23, 2012
- Approved

2.0 Fall 2013/Spring 2014 Application Deadlines and Registration Timeline

- At the previous meeting, the Council proposed an application deadline of July 1, 2013, for fall 2013 and December 2, 2013, for spring 2014.
- The Council was provided with a draft of fall 2013/spring 2014 registration timeline options based upon feedback from the Admissions Supervisors. Discussion followed.
- The Council was also provided with data on the number of students who applied for fall 2012 to help analyze the impact of application deadlines and open enrollment dates.
- The Council will discuss the proposed options with their constituent groups and provide feedback at the next meeting.

3.0 Enrollment Priorities – Overview

- At the previous Student Services Council meeting, the Council was provided with a draft conceptual framework for new enrollment priorities, effective fall 2014.
- The Council reviewed the framework and priority groups. Discussion followed.
- David Navarro provided the Council with a list of possible high unit majors. The Council reviewed the list and discussed the top three majors (Aviation, Business Studies and Interior Design).
- The Council also reviewed data on the number of degrees awarded in these high unit majors.
- The Council agreed that there would not be any special provision for high unit majors, rather than exceptions would be made on a case-by-case basis depending upon the circumstances.
- The Council discussed that in spring 2013, students that are approaching 100 units and/or are on academic probation must receive an early warning notice of the pending changes to registration.
- The Council was provided with a draft proposal on addressing loss of enrollment priority and BOGW due to academic standing. The Council reviewed and discussed the proposed process.
- It was agreed that loss of enrollment priority would be linked to loss of BOGW throughout entire process. Further, the Council affirmed current policy that there would be no change in academic standing regardless of length of absence from the district.
- The Council will continue discussion of the process at the next meeting.

4.0 Petitioning for Readmission

- At the previous meeting, the Council was provided with a draft timeline for students to petition for readmission after dismissal for spring 2013, fall 2013 and spring 2014. The final version was distributed to the Council and will be posted on the Student Services website.

5.0 Elimination of Math 34A (Peter White)

- Peter White brought forth to the Council the elimination of Math 34A and how it will be moved to the noncredit program. Students at these lower levels will now get into Math 38 and will not have a prerequisite requirement. Discussion followed.
- Peter White suggested bringing the elimination of Math 34A to the campuses. This issue will also be discussed at the next Vice President of Student Services meeting.

6.0 Test Emergency Broadcast

- The Council was notified of a pending test of the emergency notification system in the fall. The test will include text messages and email notices to all students and employees, as well as test notices posted to all college/district websites. The test will be conducted in September.

7.0 Voter Registration Campaign Follow-up

- Lynn Neault reported that the AFT is taking a major lead on a voter registration campaign for students.
- Peter White requested the name of a contact person at each college for follow up. Lynn Neault will request the information and report back.
- Information technology (IT) will design and post the voter registration link on the college/Continuing Education websites. The websites will have the same information and look for consistency.
- The Registrar of Voters has announced that they will have online registration beginning in September. The current link will automatically link to the appropriate location when it is available. Currently, students must print the form and mail it to the Registrar of Voters.

8.0 Counselor Workshop Planning

- The Council discussed a future counselor workshop to be scheduled in spring 2013. The academic senate representatives will work on the proposed dates. Two tentative topics will include repeatability courses and enrollment priorities.

9.0 Commencement 2013 Deadline Dates – Update

- The Council was provided with the final 2013 commencement deadline dates. The information will be posted on the Student Services website.

10.0 December 2012 Service Hours

- The Council revisited the December 2012 student services office hours. It was agreed that the service hours will be finalized at the next Student Services Council meeting.

11.0 Other

- The Council was informed that any concurrently enrolled students in Physical Education activity classes must go through the district student services department.
- The Council was informed that the September 27, 2012, Joint Curriculum and Instructional Council (CIC)/Student Services Council (SSC) meeting will be reschedule for another date.
- The Council was provided with an informational handout on repetition change to three maximum.