



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
December 5, 2013
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Julie Barnes	Mesa College
Gail Conrad	Student Services
Guillermo Marrujo	Mesa Academic Senate
David Navarro	Miramar Academic Senate
Denise Whisenhunt	City College

GUEST:

Liane DeMeo Student Services

- 1.0 Approval of Minutes
 - November 7, 2013
 - Approved

- 2.0 Disqualification Letter to Students - Revisited
 - The Council revisited the disqualification letter/notice that goes out to students that were disqualified three or more times.
 - The Council reviewed the notice and made minor changes.
 - The Council requested data for this group of students. Gail Conrad will report back at a future meeting with the data.
 - It was agreed to revisit the disqualification process and student email notifications next spring. The focus will be on the logistics of the current process and if there are any enhancements that can be made.

- 3.0 Spring 2014 Welcome Letter (Draft)
 - The Council was provided with a draft of the spring 2014 *Welcome Letter* that will be mailed to students on January 13, 2014.
 - The Council reviewed and made minor edits to the letter.

- As part of the Student Success and Support Program Planning (SSSP) campaign, it was agreed to discuss in detail *Welcome Packets* for students at a future Student Services Council meeting in spring 2014.

4.0 8 Keys to Veterans' Success (Draft)

- The Council was reminded to submit their feedback on the *8 Keys to Veterans' Success*. It was agreed to finalize the report by December 13, 2013.
- The final report will be presented at Chancellor's Cabinet on December 17, 2013.

5.0 Proposed Student Services Council Meeting Schedule

- The Council discussed and approved the Student Services Council meeting schedule for spring 2014.

6.0 Enterprise Resource Planning (ERP) Update

- The Council was provided with an update of the Enterprise Resource Planning (ERP) vendor software selections. The ERP Committee will be discussing the pros and cons of the two software vendors.
- The Council was asked to consult with their constituents on their thoughts and/or suggestions on the two software vendors.

7.0 Counselor Workshop Update

- Deferred

8.0 Priority Registration Update

- There are no priority registration updates at this time.

9.0 UCSD University Link Program

- The Vice Presidents of Student Services were reminded to provide their plan to promote the University of California San Diego (UCSD) *University Link Program*, which guarantees admission to UCSD.
- The Council discussed the program requirements as follows:
 - Family income is no more than \$40,000 per year;
 - Cumulative 3.5 Grade Point Average (GPA) by the end of fall term;
 - Must enroll first semester at a local partner community college; and
 - Must transfer to UCSD in three years.

- It was agreed to submit their feedback by Monday, December 9th.
- Gail Conrad will present their feedback to Chancellor's Cabinet on December 17, 2013.

10.0 Other

- David Navarro reported on the Catalog Committee. He shared that the established timeline for the production of college catalogs will remain the same.