



# SAN DIEGO COMMUNITY COLLEGE DISTRICT

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San Diego, California 92108-3883  
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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION  
*Student Services*

**APPROVED**

**Student Services Council  
February 7, 2013  
9:00 a.m. – 11:00 a.m.  
District Office, Room 110  
Minutes**

Brian Ellison	Continuing Education
Ashanti Hands	Mesa College (Interim)
Cathi Lopez	City Academic Senate
David Navarro	Miramamar Academic Senate
Lynn Neault	Student Services
Cat Prindle	Continuing Education Academic Senate
Gerald Ramsey	Miramamar College
Denise Whisenhunt	City College (Interim)

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1.0 Approval of Minutes

- January 10, 2013
- Approved

2.0 Spring 2014 Registration Timeline - Revisited

- The Council revisited the spring 2014 registration timeline since registration was scheduled to begin during Thanksgiving week.
- The Council reviewed the new proposed options for spring 2014 registration timeline and discussion followed.
- The Council agreed to the following revised spring 2014 registration timeline:
  - Application Deadline November 6 \*
  - Begin Registration: Nov 18  
(DSPS/EOPS/Military/Foster Youth)
  - Registration by Appt. Nov 18– Dec 19  
(19 days Does not include wk of 11/25-11/29)
  - Open Registration Jan 6 –23 (13 days)

*\*Students who file an application after Nov 6 will not be guaranteed access to support services, and will register during open enrollment beginning January 6, 2014*

### 3.0 Intervention Strategies for Students on Probation

- Lynn Neault shared data with the Council regarding students on probation as of summer 2012.
- The Council was reminded that notices regarding academic standing after fall 2012 grades are going out to students next week.
- The Council discussed possible intervention strategies for students on probation in anticipation of the changes to enrollment priorities beginning with registration for fall 2014.
- Cathi Lopez reported that City conducts a required Academic Success Workshop for students that are on probation, with a pending disqualification if they want to be readmitted. The Council requested more information/details regarding the workshop. Denise Whisenhunt will report back at the next meeting with the details.
- The Council also agreed to invite the Deans of Student Development to a future Student Services Council meeting to begin planning intervention strategies for students approaching 100 units, and those at risk of losing enrollment priority due to lack of progress/academic probation.

### 4.0 Students Referred for Follow-Up: New Business Process

- The Council was provided with email notices to students referred by the teaching faculty for follow-up to counseling. Beginning spring 2013, the reason for the referral will be stated in the notice such as attendance, substandard work, time management, needs support services and needs tutoring. The notices will be sent weekly.
- It was also reported that in the near future the notice will also contain the subject area (i.e. math).
- The Council will share this information with their counselors.

### 5.0 Spring 2013 Counselor Workshop Planning

- At the previous meeting, the Council developed a working agenda for the upcoming spring 2013 Counselor Workshop. Agenda items to date:
  - Priority Registration Plan
    - Disqualification Process
  - Repetition Regulations Changes

- Clarification on 3<sup>rd</sup> or more Disqualification
- Online Rosters for Spring 2013
- SB 1456 – Student Success Act of 2012 Planning
  - MT Screen Overview
  - Defining Education Plan for Enrollment Priority Purposes
  - State Update (Cynthia Rico)
    - MIS Reporting and Funding
    - Scorecard
- International Transcript Processing Changes
- Associate Degrees for Transfer (SB 1440) Update
  - Student Perspective
- Tours of Student Services Building

#### 6.0 Other

- Gerald Ramsey reported on the current issue with over payment to veterans and the capture of the debt owed to the federal government. The matter is currently being researched and will be addressed at an upcoming meeting with Student Accounting Business Services and the Veteran Office staff.