



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
May 16, 2013
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Julie Barnes	Mesa College
Stephen Flores	Continuing Education Senate
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	City College

GUEST:

Cathy Hasson Institutional Research & Planning

- 1.0 Approval of Minutes
 - May 2, 2013
 - Approved

- 2.0 Shared Governance Self-Assessment Survey (Cathy Hasson)
 - Cathy Hasson, Director of Institutional Research and Planning attended the meeting to provide an overview of the upcoming self-assessment of the district participatory governance structure. She presented the Council with the *Districtwide Shared Governance Committee Contributions Report 2010*.

 - In addition, Dr. Hasson provided the evaluation rubric that is used for the self-assessment. The rubric includes the four areas that define the overarching roles of the districtwide participatory governance structure. The rubric consists of the following domains: role and function of participation in policy and procedure development, communication, collegial consultation, and integrity and effectiveness in meeting goals. The rubric also included score, contribution, and recommended actions. The rubric was created with a five point holistic scale.

- The Council was provided the *Districtwide Participatory Governance Assessment: Student Services Survey* that is intended to assess the measure of the overall contributions and effectiveness that each districtwide participatory governance committee makes. Discussion followed.
- The Council will be provided with an electronic copy of the report.
- It was agreed to discuss the final report at next week's Student Services Council meeting and respond to the survey as a group since there are so many new members.

3.0 Matriculation Exemption Criteria – Assessment, Orientation and Education Planning

- The Council was provided with the current matriculation exemption criteria for assessment, orientation, and education planning. The Council reviewed the criteria and discussion followed.
- The Council made minor edits to the language on the matriculation exemption criteria and agreed to discuss further at the planning meeting in June.

4.0 Math Assessment Follow-Up

- At a previous meeting, David Navarro inquired about the status on assessment testing for higher level math, along with the retake policy. It was agreed that the item will be discussed at a future joint Vice President of Instruction/Student Services meeting.
- Lynn Neault reported that the item was discussed at the last joint Vice Presidents of Instruction/Student Services meeting. Tim McGrath, Vice President of Instruction at Mesa College agreed to work with the math discipline dean to convene a districtwide meeting on assessment testing for higher level math and retake policy. He will report back at the next meeting.
- The Council requested data on student performance in key math classes based upon assessment and course completers.
- The data will be provided at a future Student Services Council meeting.

5.0 Priority Registration Update

- Deferred

6.0 Preliminary Awards Data

- Deferred

7.0 Commencement 2014 Deadline Dates

- Deferred