



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 3, 2015
9:30 – 11:00 a.m.
District Office, Room 110
Minutes**

Rick Cassar	Miramar Academic Senate
Ailene Crakes	Mesa Academic Senate
Brian Ellison	Continuing Education
Esther Matthew	Continuing Education Academic Senate
Lynn Neault	Student Services
Gerald Ramsey	Miramar College
Susan Topham	Mesa College
Denise Whisenhunt	City College

- 1.0 Approval of Minutes
 - November 12, 2015
 - Approved

- 2.0 AP 3910.8 Math Substitution for Students with Disabilities as an Academic Accommodation Follow-Up
 - At the November 12, 2015, Student Services Council meeting, it was agreed to discuss the draft administrative procedure and petition form with the academic senates and provided feedback at this meeting.
 - The Council reviewed the revised procedure based upon feedback from the Council at a previous meeting.
 - The Council approved and agreed that the draft policy would go forward to the next Chancellor's Cabinet and District Governance Council.

- 3.0 Title IX Flyers Follow-Up
 - The group reviewed the flyers promoting Title IX.
 - City College requested a change to one of the photographs.

- District Student Services to proceed with printing and distributing to the campuses.

4.0 Spring 2016 Service Hours Follow-Up

- The Vice Presidents reviewed the service hour grids and requested to make additional changes.
- It was agreed to submit final hours by Tuesday, December 8, 2015, and the hours will be posted on Student Web Services and the district student services website.

5.0 Associate Degree Initiative Planning

- The Council reviewed the plan elements of the 2015-2016 Associate Degree Initiative. A status report will be brought to the Council in spring 2016.

6.0 Draft Student Services Policies and Procedures

- The Council was provided with draft board policy BP 3105 *Academic Accommodations and Disability Discrimination for Students with Disabilities*, and administrative procedure AP 3105.1 *Academic Accommodations and Disability Discrimination for Students with Disabilities*, and AP 3105.2 *Service Animals*.
- It was explained that the Office of Civil Rights (OCR) has recommended the changes to this policy and procedure in compliance with the most recent interpretation of the applicable laws.
- The Council approved and agreed that the draft policy and procedures would go forward to the next Chancellor's Cabinet and District Governance Council.

7.0 Final Student Services Council Meeting Schedule

- The Council reviewed meeting schedule for spring 2016. In accordance with feedback from the Council's last self-assessment, it was agreed to invite the deans of student development and equity to attend two meetings in the spring and focus discussion on the Student Success and Equity plans, programs and services.

8.0 Other

- The Council agreed to cancel the December 10th Student Services Council meeting due to the Human Capital Management (HCM) training on campus.

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- It was agreed that the counselors will identify a date for the spring 2016 Counselor Workshop.
- Lynn Neault requested the Vice Presidents to review accreditation standard II.C. and determine any district input that is needed.
- It was reported that the Alert, Lockdown, Inform, Counter, Evacuate (ALICE) training is underway at the campuses. It is excellent and worth attending.