SAN DIEGO CITY COLLEGE
STUDENT SERVICES COUNCIL

Thursday, December 12, 2013
1:30 – 2:30 p.m.
Conference Room D-102

Summary

PRESENT: Dotti Cordell, Helen Elias, Star Rivera, Greg Sanchez, Nesha Savage, Denise Whisenhunt

GUESTS: Esther Palomino, Student Health, Safety & Environment Officer
Will Williams, ICC Student Representative to ASG
Alisia Taylor, Student Mental Health Service Peer Mentor & MSA President

STAFF: Desiree van Saanen

I. REPORT FROM DISTRICT SSC AND PRESIDENT’S EXEC. CABINET

No District SSC meeting – No report.

II. ERP UPDATE

Several SSC members/area representatives attended presentations offered by People Soft and Banner and participated in Q/A sessions. Vendors were not able to answer all questions as they related to specific areas/functions. However, they indicated they would research unanswered questions and would provide their conclusions when they meet with Chancellor Carroll and the Vice Chancellors in January.

It was noted that the software/programs currently do not appear to provide ample support for Student Success Support Programs (i.e., documenting, tracking, and other required components), and in some cases are not suitable for counseling functions.

III. VETERANS – “8 KEYS”

Council briefly discussed collaboration between the Veterans Center and the new Veterans Student Club. Although the two groups are unaffiliated, it is hoped they may work together on activities for special occasions (such as for Memorial Day, Veteran’s Day, and 9-11 memorial events), as well as support one another in other ways. Council also discussed the possibility of organizing a “Recognition Reception” for those who volunteered their services during “Day of Service” event last month. A special thank you was expressed to Helen E., Lori O. and Leslie E. for their efforts with regard to the development of the Veterans Center and veteran club activities and collaborations.
III. PROGRAM REVIEW – SLO UPDATE

Denise W. recently met with Student Services Deans and the EOPS Director to begin development of a rubric for program review. Cathy Hasson of the SDCC Research Committee also provided assistance and recommendations regarding this effort. Council discussed incorporating assessment components, evidentiary support documentation, and accreditation-related criteria. The rubric, as well as the program review timeline, will be refined in January. It is anticipated that prioritization associated with the 2014-2015 discretionary fund allocation will be completed in March 2014.

IV. ROUND TABLE

Vice President’s Office –

- **Handouts** - The final SDCCD 2014-2015 academic calendar was approved on November 7, 2013 (handout). Denise W. also distributed “City 100 Role Call” business cards and encouraged Council to sign up at [www.sdcity.edu/centennial](http://www.sdcity.edu/centennial).

- **Timekeeping** - Council members were reminded about the importance of submitting absence forms in a timely manner. We can help mitigate late reports by ensuring absences are recording in the timekeeping data file prior to submission of the hard copy form.

- Denise expressed thanks to the Student Services Council and the entire Student Services team for their contributions to the first All-Student Services End-of-Year Potluck, which was enjoyed by all.