SAN DIEGO CITY COLLEGE
STUDENT SERVICES COUNCIL

Thursday, February 13, 2014
1:00 – 2:30 p.m.
Conference Room D-102

Summary

PRESENT: Alisia Acevedo, Dotti Cordell, Helen Elias, Robbi Ewell, Marilyn Harvey, Denise Hollis, Lou Humphries, Lori Oldham, Bonnie Peters, Star Rivera, Greg Sanchez, Nesha Savage, Megan Soto, Denise Whisenhunt, Michael Paul Wong; Debra Wright-Howard; Xi Zhang

STAFF: Desiree van Saanen

1. REPORT FROM DISTRICT SSC

Assessment Testing – A report issued from the Office of Institutional Research and Planning was distributed. The report compares math and English placement scores between Accuplacer/Asap and SAT/ACT exams. Council reviewed the results and noted that the SAT/ACT scores showed a modest advantage over Accuplacer.

District is reviewing the possibility of moving to a one-year retest option for English and Math. However, the idea does not yet have “buy in” from the other campus. Two out of three campuses agreed to the one-year model for English; however, none so far has expressed interest in this option for Math. It was noted that additional costs associated with a policy change might be covered through Student Success monies. It was further noted SDCCD is the only district with a three-year assessment policy. Denise W. will follow up as to whether there have been discussions concerning the elimination of ACT testing.

Dual Enrollment – As the budget landscape improves and enrollments “softened,” administration will be looking into revisiting concurrent “dual” enrollment agreements with feeder high schools. Several implications were discussed including:

- Liability - Accountability
- Behavioral Issues/students at a different level of maturity
- Unacceptable conduct
- Taking classes away from regular City students
- Bad grades affecting HS students academically (can undermine efforts toward student success)
- Need to insure students are committed (i.e. Honors students only)
- Dual enrollment students not eligible for FA
- SHS concerns regarding need for parental consent forms on file

Denise W. will share these concerns with President Neault.
**Maximum Allowable Units** – Council discussed the possibility of increasing maximum allowable units from 16 to 20 (prior to the beginning of a semester). Council members noted that students who register in excessive units often do so because they want to “hold” course sections. The same students then drop the course sections once their schedule is set. This common strategy prevents other students from enrolling in high-impact courses.

Council members further discussed raising the summer limit to 12 units (from 9 units), including implications for financial aid, veterans, and whether there is data that suggests students who take more units are more successful or complete requirements faster.

**Proposed Deadlines** – Council members reviewed several deadline option packages for Fall 2014, Spring 2015 and Summer 2015. Council agreed the options (Option #1) that provide the longest registration periods tend to benefit students, staff and counselors. In addition, a longer registration period helps to prevent technical problems that occur when user traffic on the system builds up. Council was reminded that students applying for Fall 2014 must be fully matriculated by July 1. Denise will check with Lynn N. to insure FYE students are included.

2. **BUILDING PROJECTS**

During the temporary move, A-building administration personnel will be relocated to the E-building while some Student Services programs will be housed in the M and B buildings. There have been revisions made to the original plans which include expansion of open spaces for lobbies, and for the accommodation of Personal Growth classes and expansion of the peer mentor program. Council also discussed building a cover over the A-building quad to form an atrium. Council also discussed the possibility of acquiring classrooms in the L Building.

3. **STUDENT SERVICES MISSION STATEMENT – REVIEW AND APPROVAL**

Council reviewed and approved the SDCC Student Services Mission Statement as follows:

> **San Diego City College Student Services mission is to inspire, empower and support our students to excel in their intellectual, social, and cultural development to enhance student goal completion.**

The statement will be reviewed by the English Department to insure the statement is grammatically correct.

4. **STAFFING POLICIES**

Denise W. reminded Council that hours of operation are set by each college’s respective president. As we enhance our summer class offerings (about 80% of summer classes are expected to return), Student Services hours will need to be expanded into Fridays in key areas.
4. **STAFFING POLICIES (continued)**

Counseling coverage could prove to be difficult as SDCC has only four counselors who work 11-months. Denise W. indicated additional Student Success monies may be used to hire additional adjunct counselors to cover where needed.

5. **STUDENT SERVICES MOBILE APP**

The Student Strategic Communications Committee met to discuss this application along with other communication strategies and innovations. Bonnie P. indicated that the Title 5 Grant charged SDCC with developing an interactive site where students can access resources. In the interim, it was decided to create a Student Services application to address some of the need until a website is ready. While Bonnie searches out vendors, she asked that each department identify topics they would like to see included in the app. She anticipates the new application will be launched in Fall 2014.

Council offered including several features including ones that enable calendar syncing, polling, course comparisons (between colleges), and a means of recording student activity data. Council also discussed one-stop “authentification” and means for protecting students’ personal information.

Denise will include Xi on the Student Success Strategic Communications Committee.

6. **CENTENNIAL UPDATE**

Several events are coming up this spring:

- Week of Services – March 17-21
  - 3 days of gardening at Balboa Park commencing March 18
  - St. Vincent de Paul volunteering (12 people to work two shifts)
- Speaker Series: Cosmo Revisited
- “Living-Learning Among the Arts” with outdoor sculpture garden and activities
- “Agents of Change” tree adorning

Rob E. indicated that a conference room or other suitable room will likely be converted into an archive room, which will feature items from the past and serve as a “time capsule” for the college.

Lou H. noted that she continues to receive positive feedback with regard to the Open House Kickoff. Students expressed feeling that SDCC is committed to them and the programs that serve them. Kudos to everyone!

7. **PROGRAM REVIEW – ACCREDITATION (Tabled)**
8. ROUND TABLE

**Student Health Services** – Flu shots are now available! Also, the Live Well Campaign (headed by Veronica Welch) is sponsoring a 2K walk today. SDCC’s Live Well Campaign is in concert with the County’s campaign by the same name.

**Technology** – We now have five information kiosks with built-in monitors; however, one monitor is broken. Student traffic on the kiosks in “L” is good. All monitors are set to sdccd.edu. The monitor in the Counseling is down. IT is moving for an immediate replacement.

**Counseling/Assessment** – The Center will be testing every day for the next 2-3 weeks. Student ambassadors have been excellent in terms of assisting the incoming students. Megan praised Liz Vargas for all her outstanding work with our ambassadors and high school students.

**Transfer Services** – Marilyn H. announced April is Career Awareness Month. Several activities are scheduled including industry workshops, the “Dress for Success” Fashion Show, and a resume review/makeover workshop. She reminded Council members that the events are not only for students. She would like staff to participate as well, especially in the fashion show.

**Financial Aid** – Alisia A. reported all checks have been dispersed on time. *Kudos FAO!*

**Admissions/Records** – The hiring process for the vacant Senior Student Services Assistant position is moving forward. We hope to fill the position by April.

*Council was reminded that Lou Humphries last day is March 31, 2014. We’ll miss you Lou!!*

**General Meetings are held 1:00-2:30 p.m., Room D-102 (unless otherwise noted):**

- January 9
- February 13
- March 6 *(rescheduled from March 13)*
- April 10
- May 8