Summary

PRESENT: Alisia Acevedo, Rafael Alvarez, Dotti Cordell, Leslie Easton, Helen Elias, Marilyn Harvey, Angela Inthisane, Bernice Lorenzo (for Star Rivera), Lori Oldham, Bonnie Peters, DeeDee Porter, Greg Sanchez, Nesha Savage, Denise Whisenhunt, Michael Paul Wong; Debra Wright-Howard;

STAFF: Desiree van Saanen

1. REPORT FROM DISTRICT SSC - None

2. BUILDING PROJECTS

Building Project Manager, Tom Fine presented an overview of the projects to date, projects outstanding and completion timelines. The projects will progress in three phases. Phase 1 projects that have been completed are: LRC, Academic Success Center, P-bldg. renovation, Career Tech Center (V-bldg.), Math and Social Sciences (MS) Building, and the Science Building. Also completed were infrastructure projects including utilities centralization, underground water drainage and sewage systems, data IT upgrades, and the new central operations plant.

We are currently in the completion of phase 2: Science/Math and Technical Applications / Arts & Humanities (to open in Fall). The latter project is nearly done except for outdoor landscaping. Phase 3 started with the renovation of the “M” building (framing of “M” partitions begins this week). Timeline for completion is October 2014. Renovation of the “L” building will begin late April and run through August 2014. Once these projects are completed, work will begin on buildings C, A, D, T, M and the Child Development Center, with work beginning with the C Building. He is currently meeting with the design team and will present the plan to President’s Executive Cabinet on Monday (April 14). Design meetings are held weekly and building renderings will be ready by next week. Meetings with user groups will be scheduled again to review adjacency needs. Completion date for Phase 3 is 2018. Every effort will be made to keep costs down in order to provide the cafeteria with a light remodel.

Tom anticipates a start date of January 2016. The estimated start date is based upon the completion of the plan by December 2014; then, the plans will be submitted to the State in January where it will spend about 10 months in review. Assuming the plans are approved in October 2015, we will need to reserve about two months for preplanning activities.
3. **AP 6330.16 – RETURNS AND EXCHANGES**

VP Whisenhunt indicated the recent departmental/program moves have caused problems with regard to tracking furniture and equipment. Some people have either traded, loaned or gave their furniture to others without going through the process as outlined in AP 6330.16.

Council members were urged to insure that the appropriate district procedures are followed when transferring and/or returning furniture and equipment. Each piece of furniture or equipment is tracked by its EQ number. When items are returned or exchanged without going through the normal process, the items cannot be tracked by Business Services. AP 6330.16 was distributed. VP Whisenhunt will follow up with Business Services to see if there is a way SSC can receive advanced notification of available items before they are sent to storage.

4. **SERVICE HOURS**

Service hours for Summer for Admissions/Records, Counseling, Financial Aid, DSPS and Accounting were discussed and confirmed for:

- Monday – Thursday: 8:00 a.m. to 6:00 p.m.
- Friday: 8:00 a.m. to 3:00 p.m.

VP Whisenhunt will check with the sister colleges with regard to service hours during Thanksgiving, winter and spring breaks to insure service hours remain consistent throughout the district.

5. **2014-15 CATALOG**

The first draft of the 2014-15 Catalog has been submitted to district. There will still be time to make additional changes. The second draft will be delivered to campus on May 7.

6. **PROGRAM REVIEW – ACCREDITATION**

The program review and master planning for Student Services appears complete. Denise W. will meet with deans in the next few days look at Student Services needs collectively, identify neglected areas, and to brainstorm other sources of funds to support Student Services needs. Council discussed processes for funding, prioritization (with end-of-year balances), an integrated budget program; and the need for a process for identifying, prioritizing and funding campus-wide needs (such as lawn mowers, postal machines, AEDs, etc). Dotti noted that a subcommittee of the MPAROC is developing a larger rubric as part of an integrated budget/prioritization process for evaluating future requests.
7. **ROUND TABLE**

- **Student Health Services** – Dotti reported that at the recent National Youth & Aids Awareness Day, several speakers engaged the public with antidotes about life with HIV. She stated the participants were courageous and inspirational. The event was sponsored by World Cultures.

- **DSPS** – Debra W. provided an update on two former DSPS students, both afflicted with blindness. Lawrence Walker and Lema Buta are attending SDSU. Walker will be interning w/ assemblywoman ____, and Buta is currently in a Masters program at SDSU.

  It was announced Debra W. will retire next month. *We wish Debra all the best!*

- **Student Affairs** – Two City College students were awarded the Jack Kent award (two awards went to Miramar College). Michael Paul W. noted that nationally, 75 students Jack Kent awards. The awards provide recipients with $30,000 a year for 2-3 years, and $50,000 for graduate school.

  ASG elections have begun. The District will be notifying students of the elections and encouraging them to vote. Students are asked to vote twice; once for the ASB President and once for their selection of the Golden Apple Award recipient. A forum is scheduled for 5pm this evening (April 10).

- **Student Development** – Pursuant to Lou Humphrey’s retirement, Denise Hollis will cover the Senior Supervisor (II) responsibilities; Michelle Montanez will step in to cover Supervisor I responsibilities, both on a temporary basis.

  Francisco Blas will be taking over a portion of International Students responsibilities. The International Student Team recently met with Carlos Gibert from Homeland Security to review current policies and procedures, reduced course loads, distance learning and online classes, and information regarding fraud prevention.

- **EOPS & CALWORKS/CARE** – Star R. will be leaving her SDCC assignment as EOPS and CalWORKs/CARE manager to begin a promotional assignment as Dean of Student Development with Continuing Education. Her new assignment begins May 1. *Congratulations Star!*

- **Mental Health Counseling** – SDCC will host the Health & Wellness Expo April 15-17. Leslie E. reported that 43 community partners have confirmed participation. The Expo will be held in Curran Plaza, and will include music, dancing and prizes. The Blood Mobile will on hand to facilitate donors and HIV testing will be provided in Gorton Quad.
7. ROUND TABLE (continued)

Beginning in fall 2014, there will be a Family Health Center on campus in the MS Building. SDCC will not have exclusive access to their services; however, our health centers will work collaboratively with them to insure the best and least expensive service to students. Leslie noted that students will be notified about the various health facilities available to them as well as the differences between them. The center will be open year round, not subject to the campus seasonal closures. Dotti C. further noted that it is anticipated nursing students will be able to intern there.

- **SDCC Food Pantry** - Leslie reported that the Food Pantry is open again after a successful transition from Student Services to Instruction under the Enactus (formerly SIFE). The SDCC Food Pantry is now located in A-116.

- **Transfer-Career Center** – Marilyn H. reported SDCC Career Week begins April 21. There will be a “Dress for Success Fashion Show on April 22, 1-2:30pm in Curran Plaza; followed by the Annual Career Fair on April 23rd Curran Plaza 10am-1pm. Come dressed for success with your resume and see what opportunities are available for you! Business and industries representatives from the City of San Diego, SDPD, Wells Fargo, SeaWorld, SAY San Diego, FedEx, Marriott, Goodwill and others will be on hand to review resumes and answer questions.

- **College Bookstore** – The Grad Fair is scheduled for April 28 and 29 in Schwartz Patio, 9am-2pm. Several vendors will be on campus selling graduation merchandise such as regalia, college rings, diploma frames, medallions, and other personalized items. There will also be an opportunity drawing for regalia. DeeDee P. indicated there will be fewer vendors this year as a result of the sluggish economy.

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

May 8
June 12