**SAN DIEGO CITY COLLEGE**
**STUDENT SERVICES COUNCIL**

Thursday, September 11, 2014
1:00 – 2:30 p.m.
Conference Room D-102

**Summary**

**PRESENT:** Rafael Alvarez, Dotti Cordell, Helen Elias, Marilyn Harvey, Hani Hussein (ASG Senate VP), Denise Hollis, Bernice Lorenzo, Lori Oldham, Julie Pludow, Nesha Savage, Megan Soto, Denise Whisenhunt, Xi Zhang

**STAFF:** Desiree van Saanen

**INTRODUCTIONS AND WELCOME:**

ASG Senate VP Hani Hussein was welcomed aboard following round-table introductions.

1. **REPORT FROM DISTRICT SSC**

   - As part of an ongoing Education Plan Campaign, an email is scheduled to go out Friday, September 12 to all non-matriculated students.

   - A review a DQ data shows students who attend workshops for re-entry appear to have no better success than students who are not required to attend workshops. District will look closely at each campus’ process to identify areas for improvement.

   - Fall ’14 Counselor Workshop has been set for Friday, October 24, location TBA.

2. **STUDENT EQUITY**

   Bernice reported the September 5 Student Equity and Success Summit was a success and feedback has been positive. Nearly 50 faculty, students, and staff were in attendance. The next steps for the Student Equity Committee are to review the budget component and draft the Equity Plan, which will be submitted to the Board of Trustees in October.

3. **SSSP UPDATE**

   Helen E. reported the SSSP Program Plans and Budget Plans, which are due to the State Chancellor’s Office by October 17, are near completion. She noted that the SSSP (formerly Matriculation) is prescriptive and budget sensitive, with focus devoted to core services: Orientation, (b) assessment and placement, (c) counseling, advising, and other educational planning services, and (d) follow-up services for at-risk students.
3. SSSP UPDATE (continued)

A summit was convened in December of last year, after which time four committees were formed to address the following areas:

(a) Education Planning (including implementation and marketing);
(b) Communications/Technology (developing college on-line applications and revising the online orientation);
(c) Programs (enrollment management, alignment, and faculty involvement in the planning/strategies to insure student success).
(d) SSSP Team (coordination and follow-up).

Helen noted that the SSSP budget has been scrutinized down to the penny, with a portion going toward some new positions. She has communicated with her colleagues at Mesa and Miramar to insure some pieces are standardized. She is also working closely with Bernice L. and Xi to insure student data is consistently applied to the Student Equity Report, which is due to the State Chancellor’s Office January 1, 2015.

4. HIGH SCHOOL PIPELINE REPORT

The HS Pipeline Report is conducted each year and provides an analysis of incoming first-time to college HS graduates. Xi Z. reported on some key findings for 2013-14 HS graduates:

- Twelve percent feeder high school students enrolled in City College/ECC in the year following HS graduation.
- Five percent of non feeder high school students enrolled at City College/ECC in the year following HS graduation.
- Sixty-four percent of these students reported a GPA of “C” and below.
- Sixteen percent of students from district feeder schools, who were enrolled in college courses concurrently with college courses, enrolled in college courses after HS graduation.
- Fourteen percent of students from non feeder schools, who were enrolled in college courses concurrently with college courses, enrolled in college courses after HS graduation.
- Based on a five-year average, students are 54% women, 64% Latino, and 40% first-generation.
4. **HIGH SCHOOL PIPELINE REPORT (continued)**

- Forty-three percent of students identify the goal of earning a bachelor’s degree after completing AA.

- Approximately 72% of students test for reading/writing placement (26% do not test). Of this group, fifty-nine percent tested into Basic Skills or below in Reading; Eighty-three percent tested into Basic Skills or lower in Writing.

Council members discussed other characteristics of City College. City College students tend to be low income, which may influence low persistence rates. However, persistence rates have been gradually increasing in recent years, which may be due in part to support services such as FYE, CMC, EMCH and MESA.

It was noted that many students do not place much value in assessment testing. As a result, they may end up having to take extra courses costing them one or more years of college. Counselors at the high schools need to carry the message that assessment preparation is important. Marilyn H. noted that District Outreach is working on a video designed to emphasize this point with students. She and Outreach Supervisor, Liz Vargas and Bob Sly are working together to produce a video for City College students that supports the same concept.

Council members discussed several strategies for reducing the years it takes students to graduate/transfer including offering accelerated courses, Personal Growth courses, and offering more sections of high-demand courses such as Basic Skills.

Council members also discussed the benefit of the Early Alert System, which empowers faculty and students to address student achievement issues early in the semester. Helen E. noted the topic of “Shared Early Alert” is addressed in the SSSP Report and emphasizes the importance of faculty/student/counselor communication. Rafael Alvarez indicated that MESA students are trained to identify problems early on as part of a “self-advocacy” method that employs three components: 1) recognize there is a problem, 2) seek solutions, and 3) implement change. It was agreed that each member of the campus community must become an “agent of change.”

5. **PROGRAM REVIEW**

Dotti Cordell provided an overview of TaskStream’s SLO workspace (two screens) that captures the status of Student Services with regard to data entries (i.e. outcomes, measures, findings, linked actions). It was noted that the MESA program should be listed under Instruction; Scholarship should be listed under Student Affairs.

It was noted that Xi Z. has sent data to program representatives. TaskStream input must be completed by November.
6. **TITLE 5 GRANT**

   The third wave of the T-5 grant is underway. Phyllis Sensenig, Dotti C. and Denise will work together to establish a committee, develop the proposal and implementation. The deadline for submission is late March/early April.

7. **FALL STAFF TRAINING**

   Committee member discussed possibly providing a college training session on FERPA and to insure all classified staff are invited to attend. It was further recommended that President Beebe be invited to address “Civility.” Marilyn H. indicated she will see if T5 funds can be used to support this event under a Professional Development component.

8. **STUDENT SERVICES SPRING OFFICE HOURS - Tabled**

9. **ADT UPDATE - Tabled**