SAN DIEGO CITY COLLEGE  
STUDENT SERVICES COUNCIL  

February 11, 2010  
1:00 – 2:30 p.m.  
Conference Room D-102  

Summary  

PRESENT:  Julie Barnes, Debbie Berg, Dotti Cordell, Denise Hollis, Mary Jane Kruse, Kathy McGinnis, Bernice Lorenzo, Barbara Mason, Christina Monaco, Gerald Ramsey, Greg Sanchez, Nesha Savage, Megan Soto, Lance Soukhaseum, Peter White, Debra Wright-Howard  

STAFF:  Desiree van Saanen  

WELCOME AND ROUNTABLE INTRODUCTIONS: None  

A. UPDATE FROM DISTRICT SSC  

Summer Office Hours for Student Services – Peter announced that district-wide student services office hours for summer 2010 (June 1 through July 30) will run 4/10 (Monday through Thursday) work weeks. He asked Department Heads to work with staff to define office hours and to ensure employees work 40 hours within the 4-day workweek. Only managers will be required to work on Fridays. Supervisors will not be allowed to work on Fridays, since there will be no classified employees on site. Desiree will email to Council members the 2009 summer office hours for Council to update to reflect this year’s workweek hours.  

Alternate Measures for Assessment Skill Level – Effective Fall 2010, the District will accept select standardized tests for the purpose of measuring assessment skill levels for readiness in English 101, English 105 or transfer level math courses. Peter distributed copies of a draft “Equivalency Plan Proposal” that outlines the new process that will become effective, fall 2010. Standardized test results for SAT (Math and English) ACT, EAP, EPT, and ELM that have been completed within the past two years will be honored. Test reports must be filed with, and posted by the District Office. The change in policy and process is due to the defunding of Matriculation and the subsequent deregulation of assessment criteria. For this reason, none of the standardized tests have been approved by the State, nor have their stated outcomes been validated. However, the new system will be cost effective and expedient. Peter indicated that, at some point in the future, we may want to perform our own internal assessment of these tests to determine student outcomes.  

Counselor Retreat – The District will sponsor a Counselors’ Retreat on Friday, February 26, 9:00 a.m. to 1:00 p.m. at City College, Room B-204. Although the event is not mandatory, all counselors are invited and encouraged to attend. Agenda items include work hours, budget update, and sharing counseling resources.  

Lynn Neault will provide an on-campus counselor meeting on Course Repetitions, Renewal and Grade Alleviation. The meeting will be held on Wednesday, March 12 noon to 2:00 p.m. in room D121A. All contract counselors are encouraged to attend.  

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UPDATE ON RETIREMENTS AND OTHER VACANCIES

City College now has permission to fill the following Student Services general-funded positions: Financial Aid Student Services Technician (Joanne Millum’s position), Evaluations (Margie Aguayo’s position), Accounting/Cashier (Cleofe Cordova’s position), and Student Development Senior Secretary (Coleen Swift’s position). We will look into possible hourly backfill of other classified vacancies. Mary Granderson is preparing the “Requests to Fill” for the four OT positions.

District has decided to not fund or backfill non-classroom faculty SERP vacancies. This decision will hit hard especially in the DSPS office where two faculty members—Barbara Mason and Vince Ceccacci—will retire by June 30. It was noted that district wide, 63 people have opted for the early retirement incentive.

B. ACCREDITATION UPDATE

Council was reminded to attend the Special Student Services accreditation meeting on Thursday, February 25 (1-2:30pm, Room D-102). At this meeting, we will review Standards IIB and IIC; the latter will be emailed to SSC no later than February 16 as we must wait for the sections to come back from their appropriate constituent groups.

D. TRANSFER UPDATE

It was announced that a Transfer Report will be presented to the Board on Thursday, February 18, wherein Lynn Neault will discuss data from the SDCCD Fact book and other sources. Julie noted that the Fact book does not accurately represent transfer percentages, and she will provide Lynn with a report that provides a more reliable snapshot of City’s transfer contributions.

The State Chancellor’s Office recently signed an MOU with Kaplan University, which will allow districts to develop articulation plans with that college. While the MOU may assist some students with their transfer needs, an MOU with Kaplan may have financial aid implications as well as possible issues with transferability. It was noted that in this economy, private institutions are trying to take advantage of the state system in order to have access to a wealth of students.

Councill discussed which colleges should be allowed to set up tables during official transfer fairs sponsored by City. It was agreed that attendees must represent accredited institutions that provide transferable courses. Peter clarified that “free speech” allows institutions to set up tables for recruitment and/or advertising provided they go through the proper channels; however, they cannot set up a table under the auspices of a City College Transfer Fair unless first cleared by our Transfer/Career Center.

E. PROGRAM REPORTS AND SHARING

DSPS – Debbie Wright-Howard shared well wishes to Barbara Mason and Vince Ceccacci on their retirements. While the DSPS office will be hard pressed to cover the needs of a growing disabled student population with the loss of two faculty members, she is hopeful that they can work with other agencies and institutions to secure interns to assist with counseling needs. Council members discussed the need to convene a counseling group to review counseling and other needs in all areas.
E. PROGRAM REPORTS AND SHARING (continued)

Athletics – Kathy McGinnis announced that athletes are using their competitive spirit to help build our Food Pantry. Fans and athletes alike are encouraged to bring non-perishable food items to games. All food items will be donated to the college’s Food Pantry that helps our hungry students. The City College Food Pantry is administered through City’s CalWORKs office. The team that collects the most poundage of food will be treated to a pizza party after practice sometime in March. Game dates can be found on-line at sdcity.edu under “Athletics.”

Athletes will also sponsor a “Flapjack Fundraiser” to benefit SDCC Softball. The fundraiser will be held at Applebee’s in Hazard Center Drive on Sunday, February 21, 18-10am. Tickets are $10 and can be purchased through the Athletics Department. Peter will purchase five tickets—four tickets to be donated to CalWORKs students.

Financial Aid – Greg reported that City College Financial Aid will disperse $5.3 million in Pell grants next week (week of February 15). They have already transacted over $900,000 in financial aid bookstore accounts. Within the first two weeks of classes, City’s FAO office will have overseen an estimated $6.2 million in transactions.

Tutoring Center – Lance reported that SDCCD Tutoring Center Directors met to discuss changes in Title V, which now require that all apportionment claims be Basic Skills related. Council discussed future strategies for conserving our tutoring resources, such as focusing funding on lower level basic skills tutoring. Although we need to service everyone, we will need to review how we address the needs of students based on their skill levels.

SPRING 2010 MEETINGS (Please Calendar):

February 25 (Special meeting to review Accreditation Standard IIB and IIC)
March 11
April 8
May 13
June 10

Note: Meetings will be held 1-2:30 p.m. in room D-102.