SAN DIEGO CITY COLLEGE
STUDENT SERVICES COUNCIL

September 8, 2011
2:00 – 3:30 p.m.
Conference Room D-102

Summary

PRESENT: Alisia Acevedo, Debbie Berg, Heidi Bunkowske, Dotti Cordell, Maria Elena Delgado, Leslie Easton, Helen Elias, Denise Hollis, Lou Humphries, Mary Jane Kruse, Cathi Lopez, Kathy McGinnis, Bonnie Peters, DeeDee Porter, Gerald Ramsey, Greg Sanchez, Megan Soto, Denise Whisenhunt, Peter White, Debra Wright-Howard

STAFF: Desiree van Saanen

A. STATE BUDGET AND DISTRICT-COLLEGE IMPLICATIONS

Fee Increase - While the state budget and its implications to the class schedule for spring and summer 2012 are still unknown, the fee increase, which was set at $46/unit effective January 2012, has been postponed from Spring 2012 to summer 2012. Council members discussed the pros and cons of the postponement. Aside from the immediate benefit to students, the district will not need to “chase” students mid semester for outstanding fees. On the down side, the state will deduct the outstanding spring 2012 fees from each district’s apportionment. Greg Sanchez further stated that with the federal government’s newly convened “Super Congress,” which includes six Republicans and six Democrats, every line item including entitlements will be on the cutting board. Programs such as HSI (Title V) may come under attack.

Statewide Student Success Task Force – Established in early 2011 by the State Chancellor’s Office, the Statewide Student Success Task Force’s objective is to develop a blueprint for student success in light of declining resources and a downward trend in educational attainment. In order to provide a student services perspective, regional CSSOs have been asked to review and provide appropriate feedback to a compilation of task force recommendations (30 in all). Peter stated that on September 12, he will meet with the Board of Governors at Butte College to address task force recommendations and to share a more comprehensive overview of the challenges that face student services against the rip tide of budget cutbacks, the 50% law, and increased expectations.

B. DISQUALIFIED STUDENTS – CHANGES IN NOTIFICATION AND PROCESSING

The district is moving toward a narrower window for disqualified students to seek/impliment tools for success and to demonstrate academic progress. The new plan is as follows:

1st Disqualification – Mandatory six-month sit out. To avoid the six-month sit-out period, student must sign a contract with a counselor that specifies a plan for success. A contract may include such strategies as mandatory tutoring, limiting unit load, taking only specific courses associated with the degree/certificate or transfer. Upon counselor approval, the student will be allowed an “early re-admit.”
B. DISQUALIFIED STUDENTS – CHANGES IN NOTIFICATION AND PROCESSING (continued)

2nd Disqualification – Student must sit out one year; contract to be required before returning.

3rd Disqualification – Student must sit out one year; a return must be approved by an academic learning panel.

Council members discussed various student strategies and implications that should be considered as the planning of this process progresses (i.e., tracking/following up with students, placing holds on registration when needed, and getting feedback from instructors). Council members also discussed whether it is in the student’s best interest to keep them from attending classes as most students are not likely to engage in self-help strategies if they are not enrolled in classes.

C. REGISTRATION AND OTHER ISSUES

Council members reported that the first two weeks of classes went well with few glitches and relatively few student complaints or severe issues. The smooth transition may have been due, in part, to information booths, application deadlines, the Student Success Initiative, and enhanced communications.

D. PREREQUISITE CHALLENGE – FORMS AND PROCESSES

The new prerequisite challenge processes and forms were distributed and reviewed. The three processes were explained as follows:

Petition to Challenge: This student-initiated challenge is used when the student has no college and/or equivalent coursework but may have the experience to allow for exception. Students may pick up the form from, and submit it to Admissions; then, the student will be provisionally enrolled in the class. Admissions will send the form to the appropriate department for signoff by the department chair; then the form will be forwarded to the appropriate dean for approval. If approved, the student will be notified that he/she will remain in the class; if denied, the student will be dropped prior to the add/drop deadline. Student and faculty will be notified. This challenge must be initiated by the student at least 10 working days prior to the add deadline of each course.

Change of Course Level Within a Discipline: This form is initiated by faculty to move a student from one course to a more appropriate course (higher or lower) within the same discipline. Student must already be officially enrolled in a course. The form can be used up to the withdrawal deadline of each class and as deemed necessary. Faculty can retrieve the form on Faculty Web Services.

Proof of Prerequisite: This course is initiated by the student. Unlike the Petition to Challenge, this process requires the student to provide proof of prerequisite via unofficial transcript, grade report, testing score, etc. Upon completion/submission of the form w/ supporting documentation, a counselor will post the information to the ISIS perquisite screen, allowing the student to enroll in the course.

E. EFFECTIVE UTILIZATION OF THE AED - Tabled
F. ROUNDTABLE

- **Financial Aid** – The Department of Education announced that a new IRS/FAFSA linking feature will be available for all initial and renewal FAFSA applications being submitted for the 2010-2011 academic year. It is anticipated that the FAFSA application for the 2011-2012 academic year, which is available online on January 1st 2011, will also have the IRS Linking service capability toward the end of January.

- **Athletics** – Kathy McGinnis distributed the 2011-2012 Knights Athletics games schedule. Council members were encouraged to consider donations or to set up an automated tax-deductable payroll deduction to benefit the Knights.

F. FALL 2011 SSC MEETINGS

Council members discussed and agreed to meeting twice monthly. Due to holidays, vacation days and other VP obligations, SSC will meet twice in September and will meet one day/month in October, November, December and April. However, these meetings will be extended by 30 minutes to allow for more discussion. The new schedule is as follows:

**Fall 2011:**
- September 22
- October 13 *(1:00 – 3:00 p.m.)*
- November 10 *(1:00-3:00 p.m.)*
- December 8 *(1:00-3:00 p.m.)*

**Spring 2012:**
- January 12, 26 *(1/26 meeting in B-104)*
- February 9, 23
- March 8, 22
- April 26 *(1:00-3:00 p.m.)*
- May 10, 24
- June 7, 28 *(1st & 4th Thursdays)*

**Note:** All meetings will be held 1-2:30 p.m. in room D-102, unless otherwise noted *(see highlighted notations).*