SAN DIEGO CITY COLLEGE
STUDENT SERVICES COUNCIL

November 10, 2011
1:00 – 2:30 p.m.
Conference Room D-102

Summary

PRESENT: Debbie Berg, Dotti Cordell, Leslie Easton, Helen Elias, Denise Hollis, Lou Humphries, Cathi Lopez, Kathy McGinnis, Bonnie Peters, Gerald Ramsey, Greg Sanchez, Megan Soto, Denise Whisenhunt, Peter White, Debra Wright-Howard

GUEST: Terri Marshall (Counseling Intern)

STAFF: Desiree van Saanen

A. REPORT FROM DISTRICT SSC

Disqualification Procedures - Peter distributed a report identifying totals (by college) of probationary and disqualified students from the Spring 2011 and Summer 2011 terms. City College’s data are reflected as follows:

Spring 2011

<table>
<thead>
<tr>
<th>Probation</th>
<th>1st Disqual</th>
<th>2nd Disqual</th>
<th>3rd Disqual</th>
<th>HS Disqual</th>
<th>J.D. Disqual</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,072</td>
<td>483</td>
<td>186</td>
<td>107</td>
<td>8</td>
<td>3</td>
</tr>
<tr>
<td>TOTAL: 1859</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

Summer 2011

<table>
<thead>
<tr>
<th>Probation</th>
<th>1st Disqual</th>
<th>2nd Disqual</th>
<th>3rd Disqual</th>
<th>HS Disqual</th>
<th>J.D. Disqual</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>3</td>
<td>2</td>
<td>0</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL: 24</td>
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</table>

It is anticipated that many students in probationary and DQ status last spring and summer will be disqualified for spring 2012, depending on fall 2012 grades.

Peter reminded Council of the new disqualification process effective spring 2012:

The new process:

1st DQ: Student to develop Student Academic Contract w/ counselor for readmission; otherwise, student must sit out one semester.

2nd DQ: Student must sit out one full academic year, no exceptions, no appeals. Student must develop Student Academic Contract w/ counselor before readmission. If student is enrolled and not formally readmitted, student will be dropped from next semester classes.
A. REPORT FROM DISTRICT SSC (Disqualification Procedures continued)

3rd DQ: Student must sit out one full academic year, no exceptions, no appeals. At the end of the one-year sit out upon return, student must file a Petition for Readmission. The student must attach any/all evidence that supports readmission (e.g., medical documents, grades from other colleges, letters of support). The petition with attachments will be reviewed by the VP of Student Services. If it is decided that the evidence warrants consideration, the petition will be forwarded to a hearing panel for review and determination. If the VP determines that the evidence provided does not warrant consideration, the petition will be denied and will not be forwarded to a review panel.

Council members discussed appropriate timelines for submission. It was decided that disqualified students wishing to return in the fall semester must submit their petitions between late May and early June. Those wishing to return in the spring semester must submit petitions between late October and early November. Students must be seen and cleared by their “home” college; however, contracts should be electronically accessible for viewing by all SDCCD colleges.

Cathi Lopez suggested that counselors should limit the number of units returning disqualified students are able to take, i.e. between 6-9 units (depending on student’s academic history). Peter noted that statistics—based on a report recently prepared by Xi Zhang—show students are more likely to stay in classes in a given semester when taking between 6-9 units, as compared to students taking 10+ units. The more units students take, the more likely they are to withdraw from one or more of their classes. It was noted that City College has an 80% retention rate.

Megan agreed to find out where the new probation/disqualification procedures are located online. Peter indicated that the information must be current and easy to access. Update: Megan reported that the new DQ procedures are located in the Student Web Services website. She will also update a webpage on Standards on Academic Progress.

Statewide Student Success Task Force – Peter reported that he received good news! In response to feedback from community college representatives, the Statewide Student Success Task Force has decided to scrap a recommendation to consolidate special categorical programs.

B. PRIORITY REGISTRATION

Several priority registration changes will take effect fall 2012 based on new state legislation and continuing pressure on limited classes. Foster Youth (up to age 24) will now receive priority along with DSPS, EOPS, and active military. Veterans will continue to receive priority up to four years of discharge from active service (changed from two years since discharge). Continuing students will follow in priority. Continuing Education students transferring to the colleges will have “continuing student” priority. Students within these ranks will lose registration priority if they:

- Have earned 100+ units (not including Basic Skills and/or ESL)
- Have a Bachelor’s degrees, two AA/AS degrees, or four Certificates of Achievement
- Are concurrently enrolled in a four-year institution
B. PRIORITY REGISTRATION (continued)

Bonnie indicated that while FYE students have priority over continuing students in the first semester, FYE students do not have the same priority in the second semester. She noted FYE students would be best served if their priority status could continue throughout their first cycle. Peter asked Denise Hollis and Megan to research when 101 sections are exhausted (how late in the RegE cycle). Once we have the data, Peter will discuss the issue with Lynn and district SSC.

Council also discussed whether ISIS provides current information regarding a student’s Continuing Education status. It was explained that ISIS does signify Continuing Education students with a “CE” code; however, we will need to inquire whether current CE transfers can be identified and isolated from the rest. It was further noted that CE records are not integrated with the colleges’ records system.

C. APPLICATION DEADLINE AND INFORMATION TENT

The application deadline for spring 2012 is December 1, 2011. Students applying after December 1 will not receive a registration appointment and will not have access to support services, including assessment testing for proper course placement. These students should be encouraged to begin preparations for fall 2012.

Limited key student services (in Counseling, Admissions/Records, Accounting and Financial Aid) will be available December 19-21.

The banner for the information tent is ready. Council decided that tent coverage will be scheduled for the weeks of January 9 and January 16.

D. RUMOR CONTROL

Summer 2012 – There is still no decision regarding the size of the summer 2012 session. District is awaiting confirmation of apportionment levels from the state. The district hopes to receive notification before the winter break.

E. PROGRAMS & SERVICES UPDATES

Student Success Initiative (Title V) & FYE – Bonnie Peters indicated that approximately 100 students have joined a small spring 2012 FYE cohort. The students will follow the same program as those in the larger fall group. She noted that the vacancies filled up quickly once the announcement was distributed.

Financial Aid – The District’s FAOs will participate in the Experimental Sites Initiative through the Department of Education. The purpose of the Initiative is to test statute and regulatory effects by utilizing districts participating in Title IV student programs as “laboratories” for experimentation. In exchange, the districts may take advantage of certain “flexibilities” in some regulations. A previous experiment allowed students without a HS diploma or its equivalent, and who have failed the ATB test, to receive financial aid completing six college credits in core courses with a minimum “C” GPA. This experiment proved successful and was incorporated into the Higher Education Opportunity Act of 2008.
E. PROGRAMS & SERVICES UPDATES (continued)

Conditionally, participating institutions must report on the experiments for which they are participating. Institutions often support this kind of tool in determining best practices. Lynn Neault will be asked to write a letter of participation. We will focus on students who are in their first year of their program, students who have borrowed in excess of $12,500 and students who were disqualified by financial aid academic progress standards and were approved on appeal.

Greg further reported that at a regional meeting earlier this month, he learned that City, Mesa Miramar and Imperial Valley community colleges are up to date with processing of financial aid applications. To our friends in Financial Aid--Great Job!

Communications – Heidi Bunkowske announced that City College recently signed a MOU with National University that will facilitate the transition of City College Students into BA/BS programs there. Greg cautioned that students cannot receive financial aid from two colleges. He is concerned some students may end up with overpayments. Council discussed this issue and suggested that we conduct a special orientation for students transitioning to National University to apprise them of financial aid implications. These students will still be eligible for the BOG grant.

Admissions/Records – Beginning on Monday, November 14, students will be able to reset their PINS. Lou Humphries explained that this change will benefit both students and office staff.

Student Affairs – Denise Whisenhunt announced that the MLK Day Parade will be on Sunday, January 15. (In past years, the parade was held on Saturday). Staging will take place in front of the County Administration Building beginning at 12noon; the parade will begin at 2:00 p.m. and will follow the Harbor Drive route.

Student Development – Helen Elias stated she is working with others to develop a Veterans Welcome Center. Representatives from student club, Mental Health and Counseling will be taking part in this initiative. She will also be attending the Veterans Summit to take place in San Diego on December 2. Leslie Easton, Stephen Bouscaren, Rudy Zamora and Perla Viscara will also attend.

Athletics – The Knights Men’s Soccer team will compete for the PCAC Championship on Friday, November 11. Go Knights! Members of the men’s tennis team were treated to a pizza party after winning the City’s Food Pantry food drive and collecting 418 pounds of food and drinks. The fundraiser collected over 2,100 lbs this year.

Kathy McGinnis reported that the Review of Services and Health and Safety Committees have been resurrected. Kathy will chair these two committees to help Mary Granderson and the Business Office until Jerry Davis’ return.

Student Health Services – Dotti Cordell reported that the docket to approve a SHS $1.00 increase per semester will go to the Board this after noon (11/10/11), and is expected to be approved.

EOPS/CalWORKs/CARE – Gerald Ramsey announced the CalWORKs Program received a $70,000 increase this year. Counselors from EOPS and CalWORKs are now meeting weekly to discuss strategies and share best practices.
FALL 2011/SPRING 2012 SSC REVISED MEETING SCHEDULE: All meetings—except where noted otherwise—are held 1:00-2:30 p.m., Conference Room D-102.

Fall 2011:
December 8 (1:00-3:00 p.m.)

Spring 2012:
January 12, 26 (1/26 meeting in D-121A)
February 9, 23
March 8, 22
April 26 (1:00-3:00 p.m.)
May 10, 24
June 7, 28 (1st & 4th Thursdays)