SAN DIEGO CITY COLLEGE
STUDENT SERVICES COUNCIL

September 6, 2012
1:00 – 2:30 p.m.
Conference Room D-102

Summary

PRESENT:  Alisia Acevedo, Rafael Alvarez, Dotti Cordell, Maria Elena Delgado, Leslie Easton, Helen Elias, Marilyn Harvey, Denise Hollis, Lou Humphries, Mary Jane Kruse, Cathi Lopez, Larry Maxey, Bonnie Peters, DeeDee Porter, Star Rivera, Tandy Ward, Peter White, Debra Wright-Howard, Xi Zhang

GUESTS:  Gerard Skiles (Mental Health Intern)

STAFF:  Desiree van Saanen

INTRODUCTIONS - Council members welcomed new EOPS/CARE & CalWORKs Director, Star Rivera on board as a new member. Larry Maxey, who will be covering administrative duties in Student Affairs during Fall 2012 for Denise Whisenhunt, was also welcomed.

I. REPORT FROM DISTRICT SSC – No Report (No district meeting)

II. SDCC HIGH SCHOOL PIPELINE REPORT – 2012 (Zhang)

SDCC Campus-Based Researcher, Xi Zhang presented conducted a briefing on the 2007/2008 to 2011/2012 City College/ECC High School To College Pipeline Report.

The report looks at first-time to college high school graduates, focuses on various aspects of college entry, and measures trends across five years. Council member discussed several key areas such as:

- Enrollment Numbers by Feeder High Schools – Council observed an increase in enrollment by students outside of City’s feeder high schools and discussed possible reasons for this trend.

- High School GPA

- Student Profiles – City’s student profile over five years reveals a 57% Latino population, followed by 16% White, and 13% African American.

- Units Attempted/Earned – It was noted that units earned includes “D” grades as passing grades. Council discussed possibly using a model that sets a higher standard for success. Per Council’s request, Xi will see whether there is a significant shift in completion rates if “D” grades are removed from the calculation.
II. SDCC HIGH SCHOOL PIPELINE REPORT – 2012 (Zhang)

- Persistence

- Reading/Writing placement - Students exit high school with higher scores than those earned on college placement tests. This disparity suggests that the material/tests relative to the high school do not meet the same rigor or address the same material as the college tests. For instance, high schools may concentrate on assessing reading skills while the college placement exam focuses on writing skills.

Xi indicated that statistics for the report are compiled each summer. The report will be available for viewing on the Institutional Research website in approximately two weeks. She will contact Peter once the website has been updated.

III. SLO REPORT TO ACCJC – DUE OCTOBER 2012

Peter reminded Council that an SLO report, summarizing City College’s progress toward proficiency in the implementation, assessment, and use of SLOs for planning and budgeting, is due to the ACCJC by October 15, 2012. An Accreditation Subcommittee (consisting of Peter, Berta, Dotti and Randy Barnes) has been meeting throughout the summer to work on the report. The task remaining is to ensure all courses have SLOs that have been assessed. Once the SLOs report is completed, the Accreditation Steering Committee can begin to re-focus on the Mid-term Report, which is due to the Accreditation Commission by October, 2013.

IV. FRONT COUNTER CULTURE OF SERVICES – Table to October Meeting

V. PROGRAMS AND SERVICES

Personnel—Peter indicated that we have permission from District HR to move forward with the hiring process for City’s VPI and VPSS positions. Peter will chair the search/hiring committee for the VPI (Mary Benard’s replacement). Finalization of the committee’s composition is pending the assignment of Academic Senate representatives. The target “fill” date is January, 2013.

Peter further reported that Kathy McGinnis has agreed to chair the search committee for the VPSS position, which will become vacant after December 20, 2012. He will provide Kathy with a list of possible committee candidates. Anyone wishing to participate on this committee must complete EEO training in advance. The fill date is April 1, 2013.

Final interviews for the Senior Student Services Assistant position in Records are scheduled for Friday, September 14. Final interviews for the Student Services Assistant position in Student Affairs have been completed.

Two classified employees in Student Services have submitted retirement notices. A Request to Fill has been submitted to begin the replacement process of Belinda Harris, who will officially retire by December 1, 2012.
V. PROGRAMS AND SERVICES

Peter reminded Council members that Larry Maxey is scheduled to work two days weekly through the fall semester in the Student Affairs Office (until Denise Whisenhunt’s return) overseeing administrative duties. Bill Ponder is assigned disciplinary responsibilities through Sept. 7 and Tandy Ward is serving as a lead person for AGS.

DSPS – Debra Wright-Howard reported that some students with motorized wheelchairs are utilizing outlets in offices to recharge their chairs. Often, this recharging creates power outages. Students observed recharging wheelchairs using office/classroom electricity should be asked to stop. Council discussed other possible campus locations that could be used as recharging stations.

Debra thanked Council members who responded to her request for volunteers to help with proctoring needs. She will provide a list of dates/times of proctoring needs in the near future.

FYE: Bonnie Peters reported an FYE cohort of 774 students. Although the student cohort has grown, more structure and streamlining has cut down on work time overall. The department assisted over 2,000 students for assessments and orientations.

Council members discussed the advantages of having summer Basic Skills Math and English courses. Data gleaned from the 2012-13 academic year will help to inform the college regarding how to offer Basic Skills courses in the future.

Financial Aid – Alisia Acevedo indicated two new window lines have been opened and FAO lines are moving much faster. She reported that out of the $9.6 million in disbursements district wide, City alone will be responsible for disbursing $4.5 million. Pell grants and FAFSA’s have increased significantly from last year.

Curriculum – Beginning fall 2013, Math 34A will be eliminated from the curriculum of all three colleges. It was noted that City College currently has more 34A sections than Mesa and Miramar combined. Math departments are discussing options for preparing student for Math 38, including the possibility of creating Continuing Education courses to meet this need. Student Services and Instruction will need to work together to develop operational processes to facilitate this change once it is in place.

Fall 2012 SSC Meetings (Scheduled 1:00-2:30 p.m. unless noted otherwise)
September 20 (Room D-102)
October 11 (D-102)
October 25 (B-104)
November 1 (1:00-3:00 p.m., B-104)
December 6, 13 (1:00-3:00 p.m., D-102)