SAN DIEGO CITY COLLEGE  
STUDENT SERVICES COUNCIL  
Thursday, February 28, 2013  
1:00 – 2:30 p.m.  
Conference Room D-102

Summary

PRESENT: Heidi Bunkowske, Dotti Cordell, Maria Elena Delgado, Helen Elias, Marilyn Harvey, Denise Hollis, Lou Humphries, Mary Jane Kruse, Cathi Lopez, Bonnie Peters, DeeDee Porter, Star Rivera, Megan Soto, Denise Whisenhunt, Debra Wright-Howard, Xi Zhang

STAFF: Desiree van Saanen

I. REPORT FROM DISTRICT SSC

Priority Registration - District SSC Council members discussed priority registration changes to take effect Fall 2014 for students reaching/exceeding 100 units, as well as intervention strategies that focus on completion. By March 4, district will disseminate a letter to students (handout) to the latter group warning them their impending loss of priority registration. Council members suggested minor wording changes to the letters in order to insure clarification. (The previous 80-90 unit letter which was sent out was incorrectly interpreted to mean that a visit with a counselor can restore priority). It was further noted that Basic Skills and ESL classes are not to be included in total units with regards to priority registration; however, the lists generated by district have not been consistent in the removal of these units.

District-wide Education Plan Workgroups – Lynn will pull together key people from each campus to review existing orientation/counseling protocols and to develop standardized best-practice processes. The workgroup will also look at career planning and related tools that help to determine and cultivate student needs before meeting with a counselor. The committee will consist of the three campus counseling chairs, the three Deans of Student Development, one representative from DSPS, and one representative from EOPS.

Academic Success Workshop – District SSC reviewed the processes in place for probationary students and noted that intervention strategies are different at each campus. City coordinates Academic Success Workshops (ASWs) that provide structure with defined consequences and expectations for the student. The ASWs were positively received by others. It was noted that many students will opt to come to City because they prefer to have ASWs rather than wait for several hours to see a counselor. It was clarified that a student’s “home” campus in this context is determined by where the student has most of his/her units. However, when petitioning for readmission due to disqualification, “home” campus is the last campus in which the student was registered.
II. CAMPUS REMODELS - UPDATE

Council agreed to hold a future SSC meeting at Mesa College in order to tour their new Student Services facilities and to make note of their buildings special features, design/flow, functionality, and safety before meeting with the architect. Representatives from Facilities and Campus Police will be invited to attend the meeting with the architect. Acting VP Whisenhunt will contact Mesa to arrange a date and reserve a meeting room.

III. CAFETERIA UPGRADE PROJECT

In an effort to spruce up the cafeteria, VP Bell managed to salvage matching surplus chairs from the District warehouse. The chairs will be delivered to City on Monday, March 4 at 2:30 p.m. Those who are able and would like to help place the chairs are welcome to stop by the cafeteria. VP Bell is also looking into other cost-effective ways to improve the cafeteria’s appearance (i.e., paint, pictures, and accents). Council agreed that the cafeteria is in dire need of a face lift, especially since it is a primary meeting place for students.

IV. CENTENNIAL – STUDENT SERVICES

PIO Heidi Bunkowske explained that it is President Burgess’ expectation that each department will recognize SDCC’s Centennial in their own way, which will require that each department be responsible for their own commemorative activities. Veronica Ortega is working with the community, through a newly-developed “Century Circle” group, to create an advisory link between City College and the downtown community in this effort. Street banners will be erected throughout East Village, a Centennial Portfolio Class, and a commemorative mural, as well as guidelines (colors, catch phrase, etc) and currently in the planning stages.

It was emphasized that there are no start-up funds/budget to cover activity expenses.

V. SPRING BREAK - DEPARTMENT SCHEDULES

Council discussed the history of office closures during spring break. All offices are typically closed during this time; however, last year VP White required that the Admissions/Records Offices remain open to the public as several classified staff opted to work that week. Council expressed the need in some cases for staff to work behind closed doors during spring break in order to prepare for upcoming assignments, events, projects and reports.

VP Whisenhunt asked members to forward to her their lists of employees who plan to work that week. Once received, she will work with department supervisors and managers to develop a plan.

VI. VETERANS RETRAINING ASSISTANCE PROGRAM (VRAP) ISSUES AND STRATEGIES

Council discussed concerns regarding the VRAP process, which serves veterans who are not eligible for the GI Bill. The program disburses monies to veterans who enroll in a full-time,
VI. VETERANS RETRAINING ASSISTANCE PROGRAM (VRAP) ISSUES AND STRATEGIES (continued)

one-year career/technical program. Eligible students received a “Certificate of Eligibility” instructing them to take the letter/certificate to a school or training institution for enrollment certification. However, the certificate allows for only one year (12-months) of instruction and is not effective after April 1, 2014. This means students would need to complete their training by this date. In addition, many veterans received their certificates after most class sections were full. It was further noted that many students in this population are vulnerable, some with varying degrees of PTSS and other psychological issues.

While the VRAP program is funded for one year only, concerns remain that veterans in general are not receiving appropriate assessment and assistance as they transition into civilian life.

VII. PROGRAMS & SERVICES - ROUNDTABLE

FYI – Bonnie Peters reminded Council about the Student Success Conference on July 13 and to send a representative. She would like to see at least one representative from each department/discipline in attendance.

Admissions/Records – Lou Humphries announced the hiring of a new Senior Student Services Assistant. Elaine Erickson will start her assignment on March 4 in the Veterans Department. Welcome Elaine!

Mental Health Services – SDCC and MiraCosta College will jointly present a networking event entitled Suicide Prevention: Regional Strategizing Forum on Friday, March 8, 9:00 a.m. to 2:00 p.m. in Room V-101 at City College. Lunch will be provided.

SPRING 2013 CITY-SSC MEETINGS (1:00-2:30 p.m., Conference Room D-102):
February 28
March 14 (CANCELED; Denise at conference)
March 21 – will meet in B-104
March 28 (CANCELED; Spring Break)
April 11
April 25
May 9
May 23
June 13
June 27