

**SAN DIEGO MIRAMAR COLLEGE**  
**Student Services Committee**  
Wednesday, May 5, 2021  
3:00 – 4:30p.m.

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**Committee Members:**

Adrian Gonzales, Mardi Parelman, Alice Nelson, Cheryl Barnard, Damaris Garduno, Elaine Eng, Jill Dela Cruz, Jill Griggs, Kandice Brandt, Kirk Webley, Lezlie Allen, Monica Demcho, Nessa Julian, Reginald Boyd, Sonny Nguyen, Tonia Teresh, Vincent Ngo

**Not Present:** Buran Haidar, Marwa Danish

**AGENDA**

- I. **Approval of the Agenda** - Griggs motioned to approve agenda, Parelman second, agenda approved.
- II. **Approval of Past Meeting Minutes, 3/3/2021** – Barnard motioned to approve minutes, Griggs second, minutes approved.
- III. **New Business**

#	Item
1)	<p><b>College Governance Handbook Update</b></p> <p>Overview of the Student Services Committee structure and membership reviewed. In the new governance handbook, the membership has adjusted to four Administrators, six Classified Professionals, eight Faculty and three students. The charge is to contribute to the improvement of students' educational experience related to co-curricular programs and student support services through the recommendation of new proposals and initiatives and the periodic review of current policies, procedures and program initiatives and that affect student satisfaction, equity and success. Responsibilities also reviewed in depth.</p> <p>Gonzales shared a master calendar of all participatory governance committees has been drafted and its purpose is to establish a schedule where committee dates and times do not overlap; Allowing the Miramar community to attend several meetings. Lastly, Gonzales shared the reestablishment of committee membership is being reviewed. Two-year term will go into effect starting fall 2021. To be able to create a flow, some members will start with one year, will other will start with a two-year term. There will be a tentative training scheduled for participatory governance committee chairs in the fall semester.</p>
2)	<p><b>CARES Act Funding Update</b></p> <p>Gonzales provided an overview of the HEERF allocations (CARES I, II, &amp; III). Sharing the definitions for some of the common terms used in association with these funds. CARES is the Coronavirus Aid, Recovery and Economic Security; CRRSAA is the Coronavirus Response and Relief Supplemental Appropriations Act; ARP is the American Rescue Plan and HEERF is the Higher Education Emergency Relief Fund. The CARES 2020 (HEERF I) provided \$14 billion for higher education, the CRRSAA 2021 (HEERF II) provided \$23 billion for higher education and the ARP 2021 (HEERF III) provided \$40 billion for higher education. Of the different funds that were provided, there were types of grants awarded. The institutional funds provided support directly to institutions to help respond to and address needs related to Coronavirus. Student Direct Aid were funds to directly be issued to students in the form of emergency financial aid grants to address needs related to Coronavirus. The Minority Serving Institutions received funds that were federally recognized as a MSI (minority serving institute). Miramar considered an institution</p>

	<p>serving HIS (Hispanic-Serving Institution) and AANAPISI (Asian American and Native American Pacific Islander-Serving Institution).</p> <p>Miramar's allocations of the funds were: CARES (HEERF I) \$3,472,790, CRRSSA (HEERF II) \$9,709,300 and ARP (HEERF III) \$16,296,000. The allowable costs for HEERF I for instructional included covering costs associated with significant changes to the delivery of instruction due to Coronavirus. Student Direct Aid, expenses related to the disruption of campus operations due to Coronavirus, including eligible expenses under the student's cost of attendance (food, housing, course materials, technology, health care and childcare. The minority serving institutions were permitted to address needs directly related to Coronavirus including lost revenue, reimbursement for expenses already incurred, technology costs associated with a transition to distance education, faculty and staff training, payroll and grants to students.</p> <p>Allowable cost for HEERF II for the institution include expenses associated with Coronavirus such as lost revenue, reimbursement for expenses already incurred, technology costs associated with transition to distance education, faculty staff trainings payroll, carry out student support activities authorized by HEA that address needs related to Coronavirus and make additional financial grants to students. The direct aid for students covered emergency costs similar to what was permissible for HEERF I.</p> <p>Allowable cost for HEERF III for the institution were the same as HEERF II, with the addition of implement evidence-based practices to monitor and suppress Coronavirus in accordance with public health guidelines. Conduct direct outreach to financial aid applicants about the opportunity to receive a financial aid adjustment due to recent unemployment of a family member or independent student or other circumstance. The allowable costs for student direct aid and MSI remained the same as in HEERF II.</p> <p>The areas of focus for the campus were based as funds became available. For CARES, responding to delivering remote instruction, student support services and student direct aid were the primary focus. The CRRSSA focused on preparations and implementation of return to campus, re-engagement of students impacted by Coronavirus and direct student aid. The focus for the ARP is yet to be determined. Bell stated first round of request for these funds would be available in fall 2021.</p>
3)	<p><b>Return to Campus Planning</b></p> <p>Chancellor's Cabinet plan to return in fall 2021 allowed opening course offers at 50%, Miramar will be offering 30% capacity of courses on-campus. Will prepare for a full return of 100% on-campus offerings for Spring 2022. President Lundburg expressed interest in returning on-campus offerings to 40-50% for fall 2021. The reopening of on campus offerings are contingent on infection rates and further direction from the State. Additional information will be shared as it becomes available.</p> <p>Currently initiating preliminary discussion within Student Services to look at how we can best serve students and meet their needs. There will not be any one-on-one meetings available with a counselor.</p> <p>Pareman and Demcho expressed concern about how low of percentage of courses Miramar will offer for in person for fall based on the projection of returning fully in the spring. Would like to see a more phased in approach for students, staff and faculty. Gonzales shared currently there is mentioned movement in the right direction, but allowing space for flexibility as decisions will be made based on projected on infection rates. Agreed it should be a phased in approach. Need to make sure conversations are student focused to further identify their wants and needs.</p>

4)	<p><b>Student Re-engagement Plans</b></p> <p>As we look to return, we need to focus on re-engaging the students whom have been affected by COVID. Many have submitted excused withdrawal petitions, received an incomplete for courses, received substandard grades and enrolled in less units.</p> <p>Nguyen pulled together a team to include Counseling, Financial Aid, and Admissions to explore some strategies for reengagement of the students in these populations. We want to be able to assist student to get back on track to reach their educational goals. Some of the issues students have been faced with include employment issues, basic needs and childcare. We want to be able to identify these students and reach out to them. Intend to use HEERF funds for re-engagement.</p> <p>Demcho shared a focus group was created based on demographics gathered at this year's planning summit to be able to re-engage students into a community to provide support. Gonzales emphasized the need to identify where to focus our efforts appropriately. Julian mentioned the Equity Office is also reviewing data to create a re-engagement plan. Moving forward it appears the District Office will allow more flexibility for research to be conducted at the college level. The Planning Summit committee will reconvene to review and discuss data to create future plans.</p>
5)	<p><b>Guided Pathways Update</b></p> <p>Gonzales shared the recent changes for Guided Pathways. The change of structure will commence in Summer 2021 and continue through Spring 2022. There will be one faculty coordinator, and three faculty leads focused in the areas of On-Boarding, Course Sequencing and Program Mapper. Call out to fill these positions went out and applications of interest are due May 7. The previous structure consisted of two faculty co-coordinators and five faculty leads (On-boarding, Course Sequencing, Course Mapping and Communications &amp; Technology).</p> <p>The call out went out to fill positions for two cohorts for IASTS (Interest Area Success Teams) in the areas of focus for STEM and Creative Arts. Another call out will go out for cohorts two and three before the end of the semester.</p> <p>In 2021-2022, the goal will be to focus more directly on retention. Will need to figure out how to move forward with this effort as a college. Subsequently will need to figure out how to carry this effort forward without additional funds as guided pathways funding ends in June of 2022.</p> <p>Webley requested for highlights from 2020-2021. Gonzales pointed out an Annual Report with goals, achievements and challenges will distributed as well as plans for 2021-2022 will be forthcoming. Guided Pathways will continue to move forward with the advisement of Consultant Dr. Al Solano. Will look forward to increasing participation from the Vice President of Instruction as well. Demcho asked if there is a potential for additional funds to assist with continued implementation, Gonzales shared there is no current directive, only preliminary discussion.</p>

#### IV. On-Going Business

#	<u>Item</u>
1)	<p><b>Roundtable</b></p> <p><u>Julian</u> - Rite of Passage will be on May 6 at 5:00p.m. on YouTube. Miramar is scheduled to host the event in 2022.</p> <ul style="list-style-type: none"> <li>- Equity definition Workgroup – reached out to all constituency groups. Engage in dialog and provided padlets for input from Academic and Classified Senate. Goal is to gather information to be able to propose a definition. Will plan to present draft of definition to CEC.</li> <li>- First equity event hosted. Trying to get better idea of focus of work for summer and fall. Also working on identifying a name for the equity office.</li> </ul>

	<p><u>Brandt</u> - DSPS working collectively with other campuses and district office to host annual Community Advisory meeting, will include student representation.</p> <p><u>Barnard</u> - 366 students to participate in the virtual commencement ceremony. Graduation parade will be on May 21, currently there are 68 students signed up for event.</p> <p><u>Demcho</u> – On June 4, EOPS/ NextUP and Promise will be hosting a drive-thru graduation.</p> <ul style="list-style-type: none"> <li>- Will be hosting an Advisory Board meeting for CARE &amp; CalWORKs program. Focus will be on student parents and transition to having operations back on campus. Goal is to identify how to best support this demographic with the upcoming changes.</li> </ul>
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V. **Other**

VI. **Next Meeting**– September 1, 2021

VII. **Adjourn** – Meeting adjourned at 4:11p.m.

Previous Agendas may be found at <http://www.sdmiramar.edu/campus/governance/committees/ssvc>

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**San Diego Miramar College Strategic Goals Fall 2020-Spring 2027**

- 1) **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
- 2) **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.
- 3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
- 4) **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships.