

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee
 Wednesday, September 1, 2021
 3:00 – 4:30p.m.

Committee Members:

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

Not Present: Kirk Webley, Lezlie Allen, Vincent Ngo

MINUTES

- I. **Approval of the Agenda** - Barnard motioned to approve agenda, Parelman second, agenda approved.
- II. **Approval of Past Meeting Minutes, 5/5/2021** – Demcho motioned for approval, Nelson second, minutes approved.
- III. **New Business**

<u>#</u>	<u>Item</u>
1)	<p>Review of Student Services Committee</p> <p>a. Structure, purpose and goals The Student Services Committee’s 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. Committee responsibilities reviewed in depth. Include:</p> <ul style="list-style-type: none"> - Periodically review and recommend changes to policies and procedures on student services related matters. Review and recommend strategies to address legislative and regulatory changes that will impact student services program and activities. - Support the communication of changes to campus community. - Recommend programs and services that will be beneficial to the educational experience of students. - Assist in the development, implementation, and review of college-wide plans, initiatives, and student support services and activities. - Explore and recommend new policies, procedures, programs, and activities as the needs of the students and community college change. - Recommend and support the use periodic surveys of student satisfaction, communicate results campus-wide, and facilitate implementation of agreed upon intervention strategies. - Encourage participation and support among faculty, classified professionals, and administrators for student services and activities. - Encourage an environment in which issues of diversity, equity, inclusion, and respect are explored and embraced. - Support the retention and success of non-traditional students through exposure to a co-curriculum of services and activities with multi-cultural content that prepares students to live and be engaged in a diverse world.

	<ul style="list-style-type: none"> - Encourage the use of student success and equity data and research to inform college practices and the allocation of resources. - Support professional development efforts related to student access, success, equity, diversity, and inclusion. - Monitor and engage in the college’s efforts toward meeting the goals and recommendations specific to its accreditation standards. - Provide meaningful intersection and interface with equivalent District committee. - Perform work and provide evidence to ensure the college meets applicable areas of Accreditation Standard II. <p>Frequency of committee meetings discussed. In the new College Governance Handbook, it is noted the committee is to meet twice per month. Consensus by committee that meeting frequency should be once per month. Gonzales will need to get guidance from College Council on how to proceed with recommendation for change.</p>
	<p>b. Membership</p> <p>In the new governance handbook, the membership has been adjusted to four Administrators, six Classified Professionals, eight Faculty and three students. Will do a call out to ASG for membership for students, and Classified and Academic senate for any membership vacancies.</p> <p>Gonzales thanked Parelman for sitting as committee Co-Chair. Furthermore identifying the need to elect an individual to fill that position with the start of the new cycle of membership based off the recently approved College Governance Handbook. Demcho moved to appoint Parelman to second term of Co-Chair, Garduno seconded, 10 “yays”, 0 “nays”, and vote was unanimous. <u>Motion carried.</u></p>
<p>2)</p>	<p>Student Re-engagement Plans</p> <p>Nguyen shared Counseling, Admissions & Records and Accounting have been part of the re-engagement plans. Have identified the need to make personal connections with students, providing a warm hand off when referring to other services on campus. Want to be intentional and strategic with efforts. Pointing out DI populations have mostly been impacted by the pandemic and transition to remote services.</p> <p>Want to incorporate services from Mental Health and Instruction to assist with bridging the gap. Nguyen ensured efforts are based on feedback provided by students. Gonzales added District is additionally compiling another survey to identify students’ needs. The focus is to be equity minded. Will be focusing efforts on preparations for spring 2022. HEERF funds are being used to support hiring NANCE employees.</p> <p>Julian shared the LEAD (Leading Equity, Anti-Racism, and Diversity) Office is assisting Nguyen with providing data and make sure services and efforts are data driven. Gonzales shared the campus is starting a BSU, Black Students Union with the assistance of Webley, Padilla and Sawyer.</p> <p>Garduno identified the interest for the campus to participate in an equity-minded training. In addition, to implement mandatory trainings for new employees. Julian pointed out the LEAD Office is working on identifying what additional training opportunities can be provided. Initializing conversations with Gonzalez whom leads Professional Development for our campus. Would like to provide trainings similar to the model Tran currently host on a weekly basis for NANCE employees within the ASC. Lastly reminded the Equity Summit is coming up at the end of October.</p> <p>Parelman would like to emphasize and encourage continuing education for all students, staff and community. Gonzales shared the interest to build this as an on-</p>

	going development for staff. Demcho asked if the recent funds released from the State could be used for Professional Development on campus. Gonzales shared the identified funds are usually pre-assigned to go to a specific area, may go to LEAD Office.
3)	<p>Return to Campus Update</p> <p>Gonzales shared overall the transition of returning to campus is going well. Originally opened up counter services in Admissions & Records, Financial Aid and Accounting. On September 7, all counseling support office will be on campus to offer counter services. Students are encouraged to enter through the north doors for Student Services building. Initially check-in services provided at the information booth on the first floor, students were then sent to K1-107 where services for Admissions & Records, Accounting and Financial Aid were offered. After initializing these efforts and upon further review, have moved all services upstairs to be able to provide best operation practices. One of the identified challenges with having a triage area on the first floor was having the appropriate staffing in both locations.</p> <p>Overall general compliance with face masks from students and visitors to the campus. COVID testing started this week in K1-107, entrance will be at the far right doors. Hosted Welcome events the week of August 23rd. This allowed for good practice and preparation for spring 2022.</p> <p>Julian shared the ASC is providing in person tutoring by appointment. Students need to submit all appropriate documents for campus clearance prior to scheduling services. Zoom hub services also available. In works of developing workshops to support students and departments.</p> <p>Food Services currently closed; C Store is open and vending machines are available. Seating in the café has been reduced.</p>
4)	<p>CARES Act Funding Update</p> <p>Gonzales shared the campus has fully expended the amount allocated to our campus for CARES Act I funds. Currently in the midst of spending CARES Act II funds which are intended to support reengagement of students. Bell will be sharing information for a campus wide round of request for funds. Direct aid for students will be provided by late September thru early October. Will use the platform Edquity to distribute funds. The current turnaround time for distribution using this app will be four days. Three million have been set aside for spring 2022. The District is commencing an incentive campaign to encourage students to be vaccinated. Some of the possible incentive may include laptops, cash and bookstore vouchers. Prizes still to be finalized. This will be an opportunity drawing.</p>

IV. On-Going Business

#	Item
1)	Roundtable None

V. Other

VI. Next Meeting

October 1, 2021

VII. Adjourn - Meeting adjourned at 4:00p.m.

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

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.