

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee

Wednesday, April 5, 2023
3:00 – 4:30p.m.
K1-202

Committee Members:

Adrian Gonzales, Marcella Osuna, Cheryl Barnard(absent), Allison Douglas-Chicoye, Nessa Julian, Alice Nelson(absent), Lezlie Allen(absent), Reginald Boyd(absent), Vincent Ngo, Elaine Eng(absent), Elizabeth Hubert; Kandice Brandt, Mardi Parelman, Shawn Hurley, MaryAnn Guevarra, Aditi Verma(absent), Hila Barkai(absent)

Vacancies: Administrators:(0), Classified Senate:(2), Academic Senate:(1), Student:(1)

Guests: Claudia Estrada-Howell, Jesse Lopez, Sonny Nguyen, Jill De la Cruz

MINUTES

- I. **Approval of the Agenda**
- II. **Approval of Past Meeting Minutes, 3/1/23 – tabled for next meeting**
- III. **New Business**

| # | Item |
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| 1) | Career Center: Strategic plan Estrada-Howell shared the Career Center Strategic plan. The creation of the plan took one year as data and feedback were collected, while ensuring to create alignment with Program Review and Campus Strategic Goals. Services the Career Center currently offer include career counseling, events and workshops, job placement, work-based learning, employer relations liaison and support from career ambassadors. The Career Ambassadors were recently onboarded to assist with Academic and Career Pathways (ACPs). As part of this process, the Center underwent a self-evaluation guided by NANC standards. Based on the findings, quality enhancing recommendations include improvements for facilities and equipment, staffing, and technology, software and data. Currently there is an RFP available for \$50,000 that will be pursued to enhance the center and support some of the findings. Undergoing this process has provided a good evaluation of what is working, what is not, and where we need to go. |
| 2) | ACP demographic profile – tabled for next meeting |
| 3) | Guided Pathways Workplan & Equity Julian shared the workplan for 2022-2026 is due on June 1, 2023. Will need to be approved by the Academic Senate. Equity plan will build on the guided pathways plan, goal is to align direction with metrics. Within the report there is a series of questions to access the level each metrics is being met. As we identify where the college is at, based on the responses, the follow-up questions will vary. Questions focus on what the college's local goal is in relation to successful enrollment and DI groups. Will also address what the college has done to overcome the six identified barriers. Lastly will need to address our integration efforts with guided pathways and the Student Equity and Achievement Program (SEAP), Associate degree for transfer, zero-cost textbook and degree, adult education program, and the Strong Workforce program. Based on the finding of equity and guided pathways there is a significant overlap within the framework, need to identify how to leverage resources, and collectively support students and each other. |

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| 4) | <p>Proposed Changes to SSC in College Governance Handbook</p> <p>Gonzales submitted the proposed changes to eliminate SSC and fold work into a newly created student success committee. Will support broader collaboration and input on student success initiatives such as student equity and guided pathways. Still need to identify the role and function of the new committee. Will probably move forward with the SSC as is in Fall 2023, will we await additional feedback and decision from College Council.</p> |
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IV. On-Going Business

| # | <u>Item</u> |
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| 1) | <p>Workgroup Updates:</p> <p style="padding-left: 20px;">a) Professional Development - Brandt shared the next "Watch and Talk" Series will focus on Maximizing retention efforts: Using current programs & resources in creative ways. This is scheduled for Wednesday, April 19</p> <p style="padding-left: 20px;">b) Communications – No update</p> |
| 2) | <p>Roundtable</p> <p>Gonzales</p> <ul style="list-style-type: none"> - Letter of interest was submitted for Native American Student Support & Success Program (NASSSP) grant opportunity. The State has identified 30 colleges on the eligibility list based on enrollment numbers. The top 20 schools will receive funding. No other requirements needed for application other than letter of intent. If awarded funds will be required to build relationships with other tribes. If approved workgroup will identify structure and a campus call out will be sent out to identify a faculty lead. Carrasquillo is current listed a lead along with Gonzales. - Strong Workforce RFP in the amount of \$50,000. Estrada-Howell and her team will hopefully have resources to move the Career Center Strategic plan forward. - RFP for Counseling Institute, with the Strong Workforce, deadline has been extended to April 15. If approved, will be awarded \$175,000 to assist with training and support for counselors regarding career counseling. Team needs to consist of a minimum of seven counselors. Currently Douglas-Chicoye and counseling team are reviewing. - Student .edu email launch is postponed to Summer 2023. There were some additional glitches identified that need to be resolved by the District before full implementation. - There are three evaluation review activities throughout the district and on campus. <ul style="list-style-type: none"> 1. District is reviewing the process and timing of transcript evaluations. Currently at a 90-day turnaround, looking to improve and refine timeline. 2. Contracting with a group to review our Financial Aid processes to increase efficiency and accessibility. 3. Consultant for the Veterans Center for the next two months will review processes for intake, establishment of benefits and provided services. <p>Osuna</p> <ul style="list-style-type: none"> - May is National Foster Care Awareness month. There are four upcoming events to support students. Additional information will be provided in an email. <p>Julian</p> <ul style="list-style-type: none"> - Black Student Success week is April 24 – 28. The Districtwide Summit for students and employees will be on Friday, April 21. Additional event information will be sent by the District. |

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| <p>Hurbert</p> <ul style="list-style-type: none"> - STEM has started the Peer Live Team Learning (PLTL) workshop that is part of the HIS STEM grant. Some students whom have completed Biology, Chemistry and Math courses last semester are leading student workshops this semester. - Soft Skills for STEM major workshops start this Thursday. Some of the topics include “Cover letters & resumes” and “Study skills & time management”. Will be offered weekly 1:30-2:30p.m. in M-205. <p>Brandt</p> <ul style="list-style-type: none"> - April is Autism Awareness month. Will be hosting a virtual film screening and discussion of “Autism goes to college” on Thursday, April 20 from 11:30-1:00p.m. <p>Ngo</p> <ul style="list-style-type: none"> - Scholarship Awards Ceremony is April 12, from 2:00 – 4:00p.m. in L-105 <p>De la Cruz</p> <ul style="list-style-type: none"> - Child Development fair on April 26, in K1 building lobby from 12:00 – 4:00p.m. - Diesel Job fair on April 27, in the Diesel yard from 2:00 – 5:00p.m. - Signing Day is April 13 at 5:30p.m. High school seniors are encouraged to sign up for one of our campus programs <p>Nguyen</p> <ul style="list-style-type: none"> - There were two Super Saturday sessions held. Purpose is to assist students to complete the matriculation process. Reminder enrollment for Fall 2023 is in May this year. |
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V. Other

VI. Next Meeting – May 3, 2023 in K1-202 (last meeting for the Spring semester)

VII. Adjourn – 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.
- 5) **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

**** [ACCJC Accreditation Standards \(Adopted June 2014\)](#)**

I. Mission, Academic Quality and Instructional Effectiveness, and Integrity

I.A Mission

I.B Assuring Academic Quality and Institutional Effectiveness

I.C Institutional Integrity

II. Student Learning Programs and Support Services

II.A Instructional Programs

II.B Library and Learning Support Services

II.C Student Support Services

III. Resources

III.A Human Resources

III.B Physical Resources

III.C Technology Resources

III.D Financial Resources

IV. Leadership and Governance

IV.A Decision-Making Roles and Processes

IV.B Chief Executive Officer

IV.C Governing Board

IV.D Multi-College Districts or Systems.