

**SAN DIEGO MIRAMAR COLLEGE**  
**Student Services Committee**

Wednesday, December 6, 2023  
3:00 – 4:30p.m.  
K1-202

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**Committee Members:**

Adrian Gonzales, Marcella Osuna(absent), Cheryl Barnard, Allison Douglas-Chicoye(absent), Nessa Julian(absent), Alice Nelson(absent), Lezlie Allen(absent), Vincent Ngo, Elizabeth Hubert(absent); Shawn Hurley, Kevin Gallagher, Julia Kamp, Martha Jimenez, Johanna Lindgren, Kylee Guiriba,

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

**MINUTES**

- I. **Approval of the Agenda** – Motioned by Gallagher, second by Barnard, approved.
- II. **Approval of Past Meeting Minutes**, 10/4/23 – Motioned by Gallagher, motioned by Barnard, approved.
- III. **New Business**

#	Item
1)	<p data-bbox="256 852 1401 915"><b><u>Review proposal to combine committees (Student Services, Guided Pathways and Success Across the Curriculum)</u></b></p> <p data-bbox="256 919 1401 1381">This is the first informal review of the drafted merger of the three committees. The workgroup that reviewed the committees consisted of representation from each, Student Services, Guided Pathway and Success Across the Curriculum. A crosswalk was completed to identify overlaps in membership, structure goals and responsibilities. The new proposed name is “Student Success Committee”. For the membership there is a suggestion for a rotating chair. Current membership is at 23 individuals, with the option to remove the VPSS and VPI after the first year if additional administrators are not needed. The identified ex officio members were listed as such since they were identified as an important perspective, however since they are a single person office, it may limit their ability to participate. Gonzales went through and reviewed the draft membership, purpose and responsibilities of the new committee. Gallagher pointed out concern about efficiency of the committee due to the size. Barnard suggested exploring possibility of decreasing the membership for Classified Professional and Faculty if Administration is decreased.</p> <p data-bbox="256 1386 1401 1617">The committee’s charge has a primary focus on supporting student success in accordance with San Diego Miramar College’s mission statement. The purpose is to support the development and institutionalization of integrated and comprehensive approaches to student success. The committee will encourage and support collaborative college-wide efforts and promote the use of data to assist the College with implementing State mandates and District/Campus policies and procedures. This committee would ideally work on planning and discussing campus events, topics and initiatives.</p> <p data-bbox="256 1621 1401 1785">It would serve as a recommending body and report to College Council, not under standing committees for Academic Senate or operational. Barnard suggested including workgroups members to better support student success, as these individuals are not usually part of the parent committee. Gonzales’ recommendation once the new committee is established to build a workplan for initiatives for the year.</p> <p data-bbox="256 1789 1401 1873">Moving forward each committee (of the three noted) will review the draft and provide feedback. The draft of the merger will be presented at the next College Council meeting on 12/12/23 for first review. First formal read will be in Spring 2024.</p>

<b>2)</b>	<p><b>Vision Aligned Reporting tool</b></p> <p>This tool is provided by the Foundation for California Community Colleges and will be implemented Fall 2024, the first VAR report is due Fall 2025. This will change some programmatic reporting. Intension is to maximize colleges' time and resources, enable institutions ability to evaluate, learn and evolve to better support student success. It will not change fiscal reporting, nor replace MIS data submission or SSARCC. Programs included in the 2024-2025 reporting include NextUp, CalWORKs, DSPS, dual enrollment, EOPS/CARE MCHS(middle college high school), MESA, SEAP, SW: local share, Transfer center and VRC. Currently in the planning stages of identifying individuals to represent departments and be part of the workgroup.</p>
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**IV. On-Going Business**

#	Item
1)	<p><b>Workgroup Updates:</b></p> <p style="margin-left: 20px;">a) <b>Professional Development</b> – No Update</p> <p style="margin-left: 20px;">b) <b>Communications</b> – No update</p>
2)	<p><b>Roundtable</b></p> <p><i>Gonzales</i> - Shared the majority of wi-fi upgrades on campus are complete. Within the next month the college will implement “guest access” network that will allow 4-hour access to students similar to connecting to the wi-fi at an airport, hotel, etc. Additional communication to students will be provided by VC Topham’s office. Employees will only need to sign into access the wi-fi on a device once and will have access throughout the entire district. This implementation will be complete by the end of January 2024. SDCCD Team Calling will begin implementation early 2024, all offices on campus will have access by the end for June 2024. We will no longer use the hardline telephones we currently have in our offices. Instead we will start using a soft phone (similar to Google voice). This can be used on desktops, laptops, tablets, and mobile devices. We will all keep the same phone numbers. Additional training for employees is forthcoming from district IT.</p> <p><i>Ngo</i> – The FAFSA will become available to students on 12/31/23. Reminder there are several changes to the form impacting students. In the Spring semester, the Financial Aid department will promote and create workshops for current students and high school feeder schools. UC San Diego Chancellor’s Associates Scholars Program (CASP) is currently accepting nominations, deadline is 12/11. Two finalists will be selected by 1/5/24 and names will be forwarded to UCSD. Reminder that the Scholarship Drive is currently open through February 2024.</p> <p><i>Jimenez</i> – Commencement 2024 is on May 17. The website for additional information for students will become available the week of December 11.</p> <p><i>Kamp</i> - Wellness Wednesday is on Managing Test Stress. It is scheduled for 12/6 from 12:30-1:30pm via zoom.</p>

V. **Other** - None

VI. **Next Meeting** – February 7, 2024 at 3:00p.m. in K1-202

VII. **Adjourn** – 4:00p.m.

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

- 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.