

SAN DIEGO MIRAMAR COLLEGE  
**Student Services Committee**  
Wednesday, April 18, 2012  
3:00 – 4:30 p.m.  
Room A-107

## Minutes

**Present:** Gail Conrad, Co-Chair; Glenn Magpuri, Co-Chair; Joseph Hankinson, Janice Hecksel, Jeff Higginbotham, Adela Jacobson, Edwin McLemore (for Grisham), David Navarro, Alice Nelson, Sonny Nguyen, Judy Patacsil, Edith Pollack, Maria Rico (for Vilaboy), Lisa Selchau, Dana Stack

**Excused:** Kandice Brandt, Naomi Grisham, MaryAnn Guevarra, Teresa Vilaboy

**Absent:** Joan Thompson

Meeting was called to order at 3:05 p.m. by Co-Chair Gail Conrad.

1. **Approval of Agenda:** Agenda was approved by consensus as presented.
2. **Approval of Minutes:** Minutes of March 21, 2012 were approved as written, **MSC** Jacobson / Navarro.
3. **VPSS Update – Budget:** First Gail reported from the mental health conference that she attended this week. She noted some tremendous local resources... pamphlets, crisis line, food stamps, free prescriptions. A number of Student Services Committee members attended. Also noted is that twelve grants will be given out throughout the state in July. **Budget Development 2012-2013:** Gail distributed two pages of budget development information (attached). The first page notes three different tax measure scenarios / assumptions. The second page presents a three-year history, which Gail reviewed line by line. **C-CAMPIS Grant:** Gail noted that we anticipate receiving this grant from the Department of Education. This grant is specifically for Child Development, and is good for another year and will begin fall 2012. It will be transferred from Mesa College. Miramar College is the only SDCCD College that is eligible. **Accreditation / Master Plan:** A draft of the plan may come out after the next Planning & Institutional Effectiveness Committee meeting. Please read it carefully. **Queuing System:** Glenn Magpuri is working with the vendor for the Student Services areas. It is anticipated that there will be a kiosk in each area for the four areas designated to use the system. **Parking:** It was noted that there no longer be a two-week grace period at the beginning of the semester. Signage will be and provided to the campuses. **Counselor Workshop:** Miramar will host the annual SDCCD Counselor Workshop scheduled Friday, April 20, 2012, 8:30 a.m. – 12:00 noon in the I-101 lecture hall. David reviewed the workshop agenda (attached).
4. **Accreditation / Educational Master Plan:** Gail discussed the three attachments listed below.
  - Enrollment Management Update
  - Planning Themes
  - PIE Committee Survey Results
5. **Integration of SLOs:** No update.

6. **Proposal for Assessment / Counseling:** Gail discussed a proposal to switch Assessment to use the Counseling classroom in the new building.
7. **Next Meeting Wednesday, May 2, 2012, 3:00 – 4:30 p.m., A-107.**
8. **Round Table: Admissions/Evaluations/Veterans Affairs:** Students are being referred to other college districts for summer classes. In addition, students are being encouraged to plan early for the fall semester. June 21<sup>st</sup> is the matriculation deadline. Helen is working quickly to get students ready for commencement, noting there is a lot of coordination with other departments. Veteran students are also being referred to other colleges for the summer. **Career Placement/Assessment:** Joseph reported that assessments are beginning to pick up. **Counseling:** Alice reported that the department is steadily seeing appointments, They want to see as many students as possible in order to get Ed Plans completed. **Enterprise:** Janice reported that she is very busy with the new buildings. **Financial Aid:** Maria noted that staff are working on the Scholarship Gala. **Graduation:** Adela reported the Grad Fair is scheduled **Mental Health:** Judy reported that there have been a lot of faculty referrals. She noted that the Crisis Intervention phone number has changed to (888) 247-2470. She has ordered posters and counter cards for departments to post in their areas. **Outreach:** Sonny reported on a successful outreach even “Invest in College.” He also noted that the feeder high schools are anxious to talk to us, the College, and he is keeping the lines of communication open. **Selchau:** No report. **Transfer Center:** Tali reported that the Transfer Center will participate in several events next week including the Scholarship Gala.

Meeting adjourned at 4:20 p.m.

Previous Minutes may be found at [http://www.sdmiramar.edu/cmte/college\\_governance.asp](http://www.sdmiramar.edu/cmte/college_governance.asp).

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