

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee

Wednesday, Sept 5, 2018

3:00 – 4:30p.m.

K1-302

Minutes

Present: Adrian Gonzales, Naomi Grisham, Alice Nelson, Cheryl Barnard, Dana Stack, Judy Patacsil, Kandice Brandt, Kirk Webley, Mardi Parelman, Mona Patel, Monica Demcho, Sonny Nguyen, Tonia Teresh

Absent: Joseph Hankinson, Lezlie Allen, Vincent Ngo

Call to Order: Called to order at 3:00p.m.

Goals

1. Introductions

Roundtable of introductions

2. Approval of Minutes for May 2018

Patacsil motioned to approved. Barnard seconds. Motion passes.

3. Approval of Agenda

Agenda approved

4. Mission / Purpose / Membership of Committee

1,2,3

A. Gonzales reviewed membership, goals and prior proposed changes. Suggestion to change goal 1 & 2 to realign with the new mandates from the State Chancellors office. Plans to come forward with suggested language, this item is not time sensitive however want to make sure it is addressed. Reviewed past proposed changes regarding committee membership. Choose to keep the career center representation. Co-chair of Student Services Committee is also up for renewal and need to be filled. If there are no volunteers, **N. Grisham** will continue to assume role. **A. Gonzales** provided clarification of co-chair's role, required to meet with chair (A. Gonzales) outside of identified meeting time to plan the agenda and co-facilitate meetings. Current membership was agreed upon. Want to incorporate more representation from Instruction. It was noted all changes need to go to College Governance Committee (CGC). **N. Grisham** will check on CGC 2017-2018 minutes to follow up with request to restructure, plans to bring back information for further discussion with committee. **K. Brandt** shared CGC had questions regarding why resources were listed on for the committee and what their identified role was. **C. Barnard** requested more student involvement, in need of volunteers to represent student presence on committees as all 12 representative positions are not filled. Currently taking recommendations for student involvement from staff and faculty. **A. Gonzales** would like to see more work and involvement from committee. Should be more involved with the initiatives on campus such as Guided Pathways, SSSP, Student Equity, BSI; Can serve as an active consultation group.

5. Coverage, Closures and Communication for Campus Solutions Training 1,2,3

T. Teresh / A. Gonzales informed the group there will be times when Student Services departments will need to close to provide staff and faculty with the appropriate Campus Solutions training. We need to ensure students are properly informed of closures/ minimal services and signage is presented in advance. A request has been submitted to Vice Chancellor Lynn Neault to add a notice onto the home page of the website. A. Gonzales will follow up with VC Neault on 9/6/18. Suggestion to add signage on campus, "A" frames, social media, Blackboard. Request to include Steve Quis and Joan Mize to assist with communication. Idea was presented to create and post a monthly calendar for students and staff to use as a resource, this way training schedule is transparent. During the initial implementation, we will run parallel in both systems, ISIS and Campus Solutions.

6. Really Really Free Farmer's Market 1,2,3,4

C. Barnard shared that the food insecurity grant has evolved into a bigger program. A workgroup was established, purpose is to create a comprehensive approach to meet the needs of students. Farmers Market will be held on campus on September 12, 2018 from 10:00 – 1:00p.m. by the science building. The event is free to everyone. Students, staff, faculty and administrators are encouraged to attend. Students are required to have a student ID card to participate. Cal Fresh will be in attendance, as well as students from M. Parelman's Nutrition 150 course. They will provide fellow students with nutritional information. **M. Parelman** shared that students in her class have expressed an interest in learning how to cook. **M. Demcho**, sometime students are not aware how to use the produce they are given, it may be beneficial to incorporate the educational components. Farmers market scheduled to be on campus monthly through May 2019. None offered in January 2019. **C. Barnard**, shared there has been interest expressed for a community garden; farmers market addresses the request/need for produce and sense of community.

7. Student Equity and Achievement (SEA) Program 1,2,3

T. Teresh SEA previously known as Student Success & Support Program/ Student Equity/ Basic Skills Initiative. Current integration plan will go through 2019. New plan is leading with equity. Matriculation will remain a requirement. New equity plan will be from 2020-2022. With this new plan, there will be three separate funding streams with new formulas, currently we are not aware what these formula will be. The dollar amount for 2018-2019 will remain the same. The only difference is that the combined dollar amount will not be sent to the District Office for disbursement. This item will become a standing item for this committee.

8. Program Review 1,2,3

N. Grisham informed committee Program Review is due October 1, 2018. We will be entering a new 3 year cycle of Program Review and Outcomes Assessment. This is an opportunity to think about operations that will help the student to become successful in a complex and dynamic world. Training will be held on September 12, 2018. Confirmed time forthcoming.

9. Guided Pathways

1.2.3

A. Gonzales mentioned how Guided Pathways is beneficial as it allows us work towards an identified goal and better assist our students; provides us flexibility to produce our own plan. The intent is to support services. Not solely based on funding, trying to bring together for a more global approach before commitment. Items that need to be addressed are: 1.) Identify if Guided Pathways Steering Committee (GPSC) is considered a shared governance committee; 2.) Identify who will be providing leadership; 3.) Streamline small group of 8 individuals representing all constituency groups; 4.) Determine how are individuals will be compensated for time and work. Training on September 14-15, 2018, offered to GPSC, will send a maximum of 9 individuals. There will be more opportunities in the future for others to attend other workshops. Plan to integrate discussion with Student Services Committee.

10. Roundtable

A. Gonzales informed committee of plans to create a partnership and integration with the Career Center and Instruction; plans to transition by October 1, 2018. This will allow more opportunities for internships and jobs. Career education will still be available for other majors outside of Strong workforce/ CTE. Center will continue to provide all current services to all students.

Adjourned 4:38p.m

Student Services Committee meetings are scheduled the first Wednesdays 3:00 – 4:30 p.m. in K1-302. Next meeting scheduled for October 3, 2018.

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

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Strategic Goals

Goal 1: Provide educational programs and services that are responsive to change and support student learning and success.

Goal 2: Deliver educational programs and services in formats and at locations that meet student needs.

Goal 3: Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.

Goal 4: Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.