

SAN DEIGO MIRAMAR COLLEGE
Student Services Committee

Wednesday, March 4, 2020
 3:00 – 4:30p.m.
 K1-302

Committee Members: Adrian Gonzales, Lezlie Allen, Alice Nelson, Barbara Clark, Cheryl Barnard, Dana Stack, Damaris Garduno, Elaine Eng, Jill Griggs, Kandice Brandt, Kirk Webley, Lynda Armenta(proxy: Adam Feria), Mardi Parelman, Mona Patel(absent), Monica Demcho, Nessa Julian(absent), Rose Marine, Sonny Nguyen, Tonia Teresh, Vincent Ngo
Additional Guests: Jill De La Cruz

MINUTES

I. Approval of the Agenda

- Brandt entertained motion to approve, Stack second, Teresh requested to add 2020 Census information, Gonzales requested to add legislative updates, both items added to new business. All in favor.

II. Approval of Past Meeting Minutes , 2/5/2020

- Barnard entertained motion to approve, Clark second, all in favor. Minutes approved with no discussion or adjustments.

III. New Business

<u>#</u>	<u>Item</u>
1)	<p>College Governance Handbook</p> <p>Committee reviewed recommendation/ adjustments made by the CIA task group to the handbook. Specifically reviewing the section regarding the Student Services Committee. Teresh pointed out the need for additional clarification on faculty involvement from counseling. Need to further identify if representation is to be a faculty member from general counseling or can be from any of the disciplines counselors may be assigned to, i.e. DSP&S, EOP&S, Career, Transfer. In turn, need additional clarification of “special programs” representation. The committee expressed concerns regarding number of members assigned to committee. Need additional clarity if membership is specific for representation from a specific office or the constituency group they are part of.</p> <p>All reviewed committee responsibilities. Gonzales noted committee’s consensus regarding not needing any adjustments to purpose/charge, responsibilities, procedures and consensus. Meeting frequency not addressed.</p> <p>Teresh pointed out promoting communication within constituency groups and need to ensure we are sharing information received in meetings with colleagues. Promotes involvement and transparency within the campus.</p> <p>Demcho mentioned interest in encouraging student participation. Would like to look at possibility of involving students from special programs. Teresh reminded the communication and encouragement of involvement for students needs to originate from ASG leadership. Gonzales shared under the new governance handbook, all committee chairs will go through a training to review charge and responsibilities.</p> <p>Parelman inquired about a feedback mechanism to assist the college through the process. Gonzales informed the task group is working on a form, process not fine-tuned.</p>

	<p>Webley questioned if there was a need for the short timeline to vet, approve and implement the handbook by Fall 2020. Gonzales mentioned it is solely based on timing. If do not make decision this term, would have to potentially wait an additional year to implement.</p> <p>Brandt asked about term length, Gonzales clarified some of the current committee members may just need to take 1 year off. The idea is to stagger membership so that there are always veteran people on the committee; Does not need to be reconfigured entirely every new term.</p> <p>Demcho asked if there would be any planned forums. Gonzales shared none have been planned yet, however there are supposed to be part of launch. Barnard suggested for informational workshops.</p>
2)	<p>Report out from ASCCC Conference: Accreditation, Guided Pathways and Student Equity</p> <p>Teresh shared information from the conference. Plans to put together an overview with Palma-Sanft. Focus of conference was interaction between accreditation, Guided Pathways and Student Equity. Already within our scope of work. Moving to a more informative mindset for accreditation. This is a good reminder that our GP work is equity work. Gonzales added if we want equity part of GP, we have to actively include and make sure we know appropriate definitions</p> <p>Gonzales would like to gather information from all conference attendees and create informative workshops for the campus. If there are enough individuals interested, can look into bringing speakers onto campus.</p>
3)	<p>Update: Interim Vice Chancellor for Student Services</p> <p>Current Acting Vice Chancellor for Student Services is Catrina Hixon for approximately three weeks. Interim VC announced via email, Mr. Ramon Knox. Permanent search process is move along as planned.</p>
4)	<p>Guided Pathways Scale of Adoption Self-Assessment (SOAA)</p> <p>Gonzales shared GP SOAA draft has been shared with Academic Senate. Pending approval from AS President and College President. College received extension from State Chancellor's office. Anticipate for approvals to be completed by the end of the week. Original due date was 3/1.</p>
5)	<p>Student Services Review of Mission Statements</p> <p>Gonzales shared Student Services leads are in process of reviewing and revising department mission statements to ensure alignment with updated College Mission statement.</p>
6)	<p>2020 Census</p> <p>Teresh pointed out interest in promoting participation in upcoming 2020 census. Gonzales will follow-up regarding district's intent to inform and encourage participation from students without an interruption to instruction.</p> <p>Barnard added this item is on ASG meeting agenda for 3/6/20. Will plan to table an event on campus to encourage students.</p> <p>Pareman pointed out students may be reluctant to participate. Encouraged need to inform and educate to promote student involvement.</p>
7)	<p>Legislative Updates</p> <p>Gonzales shared some of the recent updates from the State Chancellor's office:</p> <ul style="list-style-type: none"> Budget allocations for homelessness, free education, and foster youth; Modification of Cal Grant (early discussion stages); Financial Aid eligibility; March on March is 3/19/20; United ADT of UCs and Cal Sates; Ethic studies requirement by 2029 for graduation requirements; Expand bachelor degrees; Student trustees, advisory vote on board, (common practice for SDCCD). Economy and coronavirus; Cal fresh website; Student rep fee increase to \$2.00; Registration priority for homeless and formally homes student. <p>Note: homelessness is verified in Financial Aid office on our campus.</p>

IV. On-Going Business

#	Item
1)	None

V. Other

VI. Allen – Email sent out to campus regarding coronavirus, encouraged faculty to add to canvas shell. There are safety protocols in place.

VII. Webley – Inquired about summer hours of operation. Gonzales shared they are being discussed at District.

Demcho – Reminder to instructional faculty, progress reports for students have been distributed.

Stack – Students with debts will have holds placed on accounts starting 3/13/20.

VIII. Next Meeting

- April 8, 2020; 3:00 – 4:30p.m; K1-302

IX. Adjourn

- Meeting adjourned at 4:35p.m.

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

San Diego Miramar College Fall 2013-Spring 2020 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.