

**SAN DEIGO MIRAMAR COLLEGE**  
**Student Services Committee**

Wednesday, April 8, 2020  
3:00 – 4:30p.m.  
Zoom Meeting

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**Committee Members:**

Adrian Gonzales, Lezlie Allen, Alice Nelson, Barbara Clark (proxy: Tali McLemore), Cheryl Barnard, Damaris Garduno, Dana Stack, 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, Samashti Patel, Sonny Nguyen (absent), Tonia Teresh, Vincent Ngo

**MINUTES**

**I. Approval of the Agenda**

- Barnard entertained motion to approve, Demcho second. Agenda approved with no discussion or adjustments.

**II. Approval of Past Meeting Minutes , 3/4/2020**

- Barnard entertained motion to approve, Griggs second. Minutes approved with no discussion or adjustments.

**III. New Business**

<u>#</u>	<u>Item</u>
1)	<p><b>General Check In</b></p> <p>Gonzales mentioned wanting to have a general check-in with everyone as this was the first meeting held after going to remote operations due to the COVID-19 situation.</p> <p><i>Barnard</i> shared Student Health Services and Mental Health will not be providing assistance via zoom. Financial Aid is adjusting well with the transition. ASG is holding weekly meetings.</p> <p><i>Feria</i> shared the Accounting department is providing assistance to students via email.</p> <p>Foundation is in the process of figuring out how to set-up website to accept donations for COVID-19 relief for students.</p> <p><i>Griggs</i> shared the Child Development Center is closed for the remaining of the school year. Kids will be in zoom sessions with their teachers.</p> <p><i>Webley</i> stated counselors are providing assistance to students via email. Some of the topics they as assisting with are withdrawals, refunds, resources, incoming students and planning for summer and fall. Counseling is also providing assistance to instructional faculty.</p> <p><i>Nelson</i> insured the Counseling department was devising a plan for hourly employees to assist with preparation for summer and fall 2020 registration.</p> <p><i>Demcho</i> shared EOPS is conducting their counseling online. Department created an online form where students can request to meet with a counselor. Will be transitioning to case management model to best assist students. Have provided additional grants to qualifying students.</p> <p><i>Garduno</i> additionally pointed out the EOPS department transition has gone well.</p> <p><i>McLemore</i> shared the Transfer Center is offering workshops and one-on-one appointments via zoom. Workshops include university appeal process and next steps/ updates. Counselors are available via email. Daily updates on canvas with the most recent university information is available to students.</p> <p><i>Eng</i> shared the Student Health Center phone lines are open and available to students during normal business hours. Have ability to renew prescriptions.</p>

	<p><i>Stack</i> shared Admissions and Records employees have transitioned well.</p> <p><i>Marine</i> pointed out the Police Academy is currently on hold, waiting for further direction from the County on how they plan to proceed.</p> <p><i>S. Patel</i> shared ASG is still holding weekly meetings and will be focused on student centered projects during the months of April and May.</p> <p><i>Teresh</i> pointed out as many resources are currently being offered to conduct work under these new circumstances, we all need to be mindful in the decisions we make and determining what is worth investing long-term.</p>
<b>2)</b>	<p><b>District / Campus Updates</b></p> <p>Grading Policies: Gonzales shared that State Chancellor Oakley released some updates to policies that were previously enforced. These include restrictions on excused withdrawals and pass/no pass options and refunds. Due to this, the district has extended deadlines for spring 2020. If a student withdrawals from a course during spring 2020, they will automatically receive an excused withdrawal (EW) and it will be coded “covid-19” on their transcript. As the pass/ no pass deadline was extended students are recommended to get guidance from their counselor to determine their best option based on academic goal and school they may potentially be transferring to. A general recommendation for students is they should only select the pass/ no pass option if it is absolutely needed. The college is additionally looking at potentially providing the pass/no pass option to all courses offered in spring 2020. Still reviewing the impact excused withdrawals will have on financial aid, waiting for federal guidelines.</p> <p>Emergency Resources: 300 laptops will be provided to students for use. Projected to distribute next week. An informational email will be sent out to students, along with the application process.</p> <p>CARES Act will provide students with some financial relief. Currently awaiting for final allocation for college and guidance on how to distribute. Students will not have to pay back the funds they receive.</p> <p>Planning Virtual Student forum to provide students with a general overview of updates. Will be on Friday, April 17 from 1:00 – 2:00p.m.</p> <p>JIRA program has launched, it is an online system to assist with processing student petitions.</p>
<b>3)</b>	<p><b>CAGP Application Status</b></p> <p>The college applied and was approved for a Guided Pathways Grant – Cohort #II. The grant will provide access to webinars, mentors and offsite trainings. There will be an interview with GP leads to identify best support efforts for campus. Brewster and Gonzales will send out additional information to the campus when it is available. The grant is led by National Center for Inquiry and Improvement.</p>

**IV. On-Going Business**

<b>#</b>	<b>Item</b>
<b>1)</b>	<p><b>Roundtable</b></p> <p>Barnard shared that commencement 2020 ceremony is postponed. A survey has been created to receive feedback from students.</p> <p>Pareman requested for information about ongoing food distributions for students. Demcho mentioned EOPS having a comprehensive list of resources. Will plan to send it to the committee. Gonzales pointed out the District also has updates on their COVID-19 webpage.</p>

	Barnard mentioned the campus' COVID-19 page on our website has the latest information. Can be found under resources for faculty and staff. Gonzales reminded the program review process is still moving forward. Will discuss further at next meeting.
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**V. Other**

- None

**VI. Next Meeting**

May 6, 2020; 3:00 – 4:30p.m via Zoom

**VII. Adjourn**

- Meeting adjourned at 3:46p.m.

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

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**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.