



San Diego Community College District

City College · Mesa College · Miramar College · College of Continuing Education

Approved

District Student Services Council

Thursday, October 2, 2025 | 10:00 – 11:30 a.m. | District Office, Room 245

Minutes

Present:

Amber Alatorre	San Diego City College
Salem Berhanu	San Diego City College
Shakerra Carter	San Diego College of Continuing Education
Randy Claros,	San Diego Miramar College
Allison Douglas-Chicoye	San Diego Miramar College
Adrian Gonzales	San Diego Miramar College
Erika Higginbotham	San Diego Mesa College
Roberta Krauss	San Diego College of Continuing Education
Bernice Lorenzo	San Diego City College
Larry Maxey	San Diego Mesa College
Guillermo Marrujo	San Diego Mesa College
Andrew Luke Menchaca	District Office
Marciano Perez	San Diego City College
Amertah Perman	District Office
Cynthia Rico	San Diego Mesa College
Susan Topham	District Office

Absent:

Salem Berhanu	San Diego City College
Victor DeVore	District Office
Nellie Dougherty,	San Diego Mesa College
Isabella Ela	San Diego Miramar College
Poppy Fitch	District Office
Lillian Garcia	District Office
Carolina Gonzales	San Diego College of Continuing Education
Ali Gonzalez	San Diego Miramar College

1.0 Welcome and Introductions

- Vice Chancellor Susan Topham welcomed the council. Introductions were made.

2.0 Approval of Minutes*

- The September 4, 2025 DSSC minutes were approved by consensus.

3.0 Student Equity Plans (11/13 Board)

- The Board presentation will be at the November 13, 2025, meeting. District Student Services Council (DSSC) will be able to preview the presentation at the November 4, 2025, meeting.

4.0 Apply for Degree/Cert Language* (DeVore)

- The Council reviewed the proposed language changes. The changes were made for the following reasons:
 - Clarity for students: Many students do not identify with the word “graduation.” “Degree/Certificate” explicitly covers both.
 - Reduces confusion: Distinguishes degree/certificate completion from the separate commencement ceremony process.
 - Consistency: Matches language used by peer/local colleges, improving transferability of expectations.
 - Equity & accessibility: Plainer, inclusive wording benefits new, degree-seeking students.

5.0 Online Orientations (Rico)

- Mesa College renewed software with Advantage. Once a student finishes the process, Mesa would like the information to appear on the mySDCCD page.

Action: Cynthia Rico will send the contract and request to Topham for review and approval by Educational Services Division (ESD) and Information Technology (IT).

6.0 Communications to Students (Rico)

- HSI and AANAPISI Designations for our Colleges, and VA Students for Government Shutdown
 - Topham shared that the conversation at the Chancellor’s Cabinet was that the messaging would be handled at the local level.

7.0 Other

- Single Sign On (SSO)
 - Reminder: At 9 p.m. on Friday, October 10, the system will be shut down so that IT can go live with SSO. On Monday, October 13, SSO will be live.
 - DeVore will provide SDCCE with a list of 5,000 CE students who do not have MFA set up so that CE can do targeted outreach.
- Transfer Center
 - Topham is scheduling a meeting with the Transfer Center Directors and

- SDCCD/SDSU Partnership (Guaranteed Transfer to SDSU)
 - Stefan Hyman from SDSU will attend the October Counselors Workshop to provide additional information and answer questions.
 - Topham is scheduling a meeting with the VPIs and STEM Deans to discuss plans for the new building. They would like to include a Student Services component, which Topham will bring to DSSC for discussion at the appropriate time.
- Online Catalogs
 - There is a delay when opening the Academic Requirements tab.
 - The search loading page is also delayed. ESD is working with IT to make it faster, ideally by Spring 2026.
- CEWD Update (Perman)
 - Perman provided information about upcoming Career Education events, and an update on Credit for Prior Learning.
- OSA Update (Menchaca)
 - There is a District Student Leadership meeting scheduled for October 10, 2025, at Miramar College.
 - Outreach will attend the San Diego LiveWell events on social services support programs.
- Student Services (DeVore)
 - June 2026 Go Live for the new CCCApply.
 - 2026-27 FAFSA is live. There are no changes to current processes. CS will be used in 2027-28
 - As of August 1, any new student who submits their JST is provided EXSC 140A & B credit.

Standing Item

1.0 San Diego Advance

- The SD Advance Counselor position is in recruitment and should be filled soon, in advance of the symposium.
- The symposium is on November 10, 2025, at SD Mesa College.

(*) See Handout