



SAN DIEGO COMMUNITY COLLEGE DISTRICT

3375 Camino del Rio South
San Diego, California 92108-3883
619-388-6500

CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION
Student Services

APPROVED

**Student Services Council
March 6, 2014
9:30 a.m. – 11:00 a.m.
District Office, Room 110
Minutes**

Julie Barnes	Mesa College
Gail Conrad	Student Services
Ailene Crakes	Mesa Academic Senate
Brian Ellison	Continuing Education
Stephen Flores	Continuing Education Academic Senate
Cathi Lopez	City Academic Senate
David Navarro	Miramar Academic Senate
Gerald Ramsey	Miramar College
Denise Whisenhunt	City College

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- 1.0 Approval of Minutes
- February 20, 2014
 - Approved
- 2.0 Registration Recommendations
- The Council reviewed the registration timeline recommendation for summer 2015 and discussion followed.
 - The Council agreed to the following summer 2015 registration timeline:

○ Applications Available	February 3
○ Priority Deadline	April 30
○ Generate Appointments	May 1
○ Email Appointments	May 2
○ Class Schedule on Web	March (TBD)
○ Priority Registration: Special Populations	May 11
○ Registration by Appointment	May 12-22
○ First Year Experience Registration	N/A for Summer
○ Open Registration	May 26-29
○ Opening Day Processing (Thursday)	May 30

3.0 SB 1456

- The Council was provided with a screen shot and overview of the new Student Success and Support Program (SS) screen on ISIS which is currently in the testing process.
- The Council discussed the SS screen fields such as assessment, orientation, and education plan.
- At the February 20, 2014, Student Services Council meeting, the Council was provided with a draft of *Assessment Tests from Other Institutions* form and minor changes were made. A revised form and instructions were provided at this meeting for review.
- The Council agreed to finalize the form and it will be provided to the campuses.
- The Council was provided with a revised of the *Proof of Prerequisite/Co-requisite* form for their review and feedback.
- The Council agreed to finalize the form and it will be provided to the campuses.
- At the February 13, 2014, Student Services Council meeting, the Council discussed MIS data collection for abbreviated and comprehensive education plan. There were concerns on data collection for both education plans. The Council requested data and it was provided at this meeting.
- The Council was provided with data on spring 2014 students with and without education plans by college. Discussion followed.
- The Council was also provided data on priority registration comparison on impact of current versus new registration criteria. Discussion followed.

4.0 Office Service Hours 2014-2015

- The Council was provided with the final summer 2014 office hours and they will be posted on the Student Services website.
- The Council agreed to submit their fall 2014 and spring 2015 office hours to District Student Services by Friday, April 11th.

5.0 Spring Counselor Workshop

- At the February 20, 2014, Student Services Council meeting, the Council agreed that the spring 2014 Counselor Workshop will be held on April 11, 2014. It was agreed to finalize the location and time at this meeting.
- The Council agreed to have the workshop at Miramar College, L-105 Auditorium.
- The Council discussed a draft agenda for the upcoming Counselor Workshop and agreed to finalize at a future meeting.