

San Diego Continuing Education
STUDENT SERVICES COUNCIL
2013-2014

MINUTES

April 10, 2014
ECC 169 2:00-3:30

Attendees: Sheri Bartlett, John Bromma, Brian Ellison, Stephen Flores, Marisa Gonzalez, Sherra Heitmann, Anne Heller, Jim Laramie, Theresa Ortiz, Cat Prindle

Excused/Absent: Patti Buse, Esther Matthew, Diana Romero

Guests: None

Minutes: March 13, 2014 minutes approved.

OLD BUSINESS

SSC Committee Description and Members:

The committee discussed the vacant positions and committee description.

- Classified Senate approve the committee's recommendation of Avelina Lopez from Cesar Chavez to serve in the vacant Classified Student Services staff position, Brian will contact Avelina.
- Brian will contacted Alma McGee for an Instructional Faculty/ESL recommendation and is waiting her reply.
- Brian will asked the Academic Senate for a recommendation on what program they would like represented in the vacant Instructional Faculty position and a recommendation on who it should be. Academic Senate recommended that the representative should be from the certificate program.
- Brian will take the removal of the student position to AGC.

CE Grade Cards:

Item tabled for next meeting.

Update: Dean of Counseling and Student Success

Brian announced that Star Rivera-Lacy was offered and accepted the dean position. She will start her assignment on Tuesday, May 6, 2014.

Update on SB 1456 Student Success Act

Brian said the state task force should be meeting in Spring. CE needs to address Abbreviated Ed Plans vs Comprehensive Ed Plans as funding is different between the two. Also, CE needs to address if both an abbreviated and a comprehensive ed plan can be counted in the same semester.

Sherra asked if a CE Task Force will be formed from the SSC Committee. Brian said yes, discussion ensued regarding who would be members of the new task force.

Consensus:

- Star will be chair
- Academic Senate President Timothy Pawlak should be invited to join the task force
- The task force will be a subcommittee of the Student Services Council

CASAS as Assessment Tool for SB1456:

Steve stated that Jane and Barbara could not make today's meeting to present the pilot program for using CASAS as an assessment tool. He will contact them to reschedule for another meeting.

CE Student Ed Plans:

Steve updated the committee.

- Done with comprehensive templates.
- Need to identify classified staff to scan/image ed plans
- Colleges will get scanners first
- CE is about a year behind the colleges
- Students can create their own abbreviated ed plan online with Avatar
- ECC is piloting a program that tracks student attendance by a student card with a bar code that is scanned as students arrive and leave class
- It's hoped that this attendance tracking can be rolled out to all of CE in Fall 2015

NEW BUSINESS

SDCE Foundation and Alumni Recruitment:

Brian said CE is actively recruiting for SDCE Foundation and Alumni. New information cards have been printed. These cards will be passed out at the scholarship event and commencement. The goal is for CE to recruit 50 people.

GED Testing:

Leah asked to add a new agenda item regarding GED.

- California is going to accept TASK and Highset (?) as a high school completion certificate
- TASK will grandfather old GED scores
- They are based on common core elements
- Needs to be determined if employers will be accepting these new certificates
- Leah will look into presenting information to counselor

STANDING BUSINESS:

District SSC Report:

District SSC was cancelled.

Student Development:

Anne reported that counselor evaluations are still in process.

Summer counseling assignments are being discussed. There will be hours for June, July, and August. Anne recommends having at least one counselor at each site as long as classes are in session to better serve the students. She believes most likely hours will be similar to last summer.

DSPS

Anne shared that the new DSPS classes started in Spring. Two had low attendance, but 4 are doing well and will continue.

CE Mesa has no small classrooms for DSPS on the ground level. Classes are held on the 2nd floor. It's the same at North City and West City. This is being discussed in the Safety Committee.

STUDENT AFFAIRS:

Anne noted that Rheba, CE Mesa's ASB Advisor is out on leave.

Both ASB Advisor's and students are actively supporting both the scholarship and commencement events with volunteers. ASB is funding 50 scholarships at \$150 each.

No changes or updates in CalWorks and New Horizon's.

Policy 3100 actions have been busy.

ROUNDTABLE:

Brian announced that the ESL faculty position at Mid-City will be posted next week.

Gretchen Bitterlin was selected to be acting Dean at Mid-City/ESL program left vacant by Alma McGee's retirement.

Barbara Pongsrikul, acting Dean at CE Mesa, has been there almost a year. This position will need to be filled soon.

Next Meeting: None scheduled.