

**San Diego Continuing Education**  
**STUDENT SERVICES COUNCIL**  
2013-2014

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**MINUTES**

May 8, 2014

ECC 121 2:00-3:30

Attendees: Sheri Bartlett, John Bromma, Brian Ellison, Stephen Flores, Marisa Gonzalez, Sherra Heitmann, Anne Heller, Jim Laramie, Esther Matthew, Theresa Ortiz, Diana Romero

Excused/Absent: Patti Buse, Cat Prindle

Guests: None

**Minutes:** April 10, 2014 minutes approved with corrections to spelling of TASC and Hi-Set tests

**OLD BUSINESS**

**SSC Committee Description and Members:**

The committee discussed the vacant positions and committee description.

- Avelina Lopez from Cesar Chavez declined to serve in the vacant Classified Student Services staff position.
- An Instructional Faculty/ESL position needs to be filled
- EGC recommends the following corrections
  - Under committee membership; Counseling Faculty (8 counseling chair included)
  - Add DSPS faculty representative

**Update on SB 1456 Student Success Act**

**Brian** said the State Chancellor's Office Ad Hoc Committee will address the non-credit funding formula; this will probably be similar to the colleges.

**CASAS as Assessment Tool for SB1456:**

**Steve** will invite Jane and Barbara to the June meeting to present the pilot program for using CASAS as an assessment tool.

The question was raised if SSC is the committee to determine testing tools. Brian responded that the discussion should start here as the SSC is involved with student support and assessment is part of that. No decisions will be made without faculty input.

**Steve** and **Star** will attend the SS screen training. SS is the new Student Success screen and will be the new SQMC.

## **NEW BUSINESS**

### **Dean of Counseling and Student Success:**

**Brian** introduced Star Rivera-Lacey. She reported to work on May 6<sup>th</sup>. Brian noted that Star comes from the college side and he is looking forward to her helping to bring CE and the colleges closer together.

### **ACE<sup>2</sup>:**

**Steve** spoke with Denise Whisenhunt, VP of Student Services at City to discuss ACE<sup>2</sup> classes at City.

**Brian** added that the accuplacer, Ace<sup>2</sup>, and the summer bridge programs are great. The colleges are reaching out to us for accuplacer prep classes. Centre City can offer classes for City College. North City can offer them at Kearny High for Mesa College and Mira Mesa High for Miramar College. College outreach will include class information.

**Esther** raised a concern about reaching out to students en masse because a lot of students are not ready. We need college prep classes to offer for outreach.

**Steve** agreed, adding that it would be nice for CE to be able to offer a 1 credit class.

## **STANDING BUSINESS:**

### **District SSC Report:**

**Steve** reported that there is nothing new, they are still discussing scanners. Colleges are looking to have scanners up in June.

### **Student Development:**

**Anne** reported that counselor evaluations are still in process.

**Star** said summer hours are being worked out and TAOs are being readied.

Star reminded everyone that CE commencement and scholarship ceremonies are this month and to support our students by volunteering at the events. We need as many students, ASB advisors and counselors that we can get.

A world record for the mortarboard toss will be attempted at commencement. The current record is 296. Participants do not have to be graduates and there are 40 extra gowns if needed. Wrist bands will be distributed to keep an accurate account of participants.

Preparations for the scholarship event are almost complete. A special 100 year picture will be taken with the students in the shape of the number 100.

**Esther** brought up the issue of coverage for HSDP counseling with the retirement of Heiko Fredricks. Star wants a collective effort to address the vacancy issue.

### **DSPS**

**Anne** shared that DSPS is busy with scholarship and commencement events. Some campuses celebrated teacher/staff appreciation, Cinco de Mayo and cultural awareness.

### **STUDENT AFFAIRS:**

**Anne** noted that there is a new "out of classroom" incident report form that employees can fill out and send to Anne. The deans are aware of the new form and Anne will ask them to inform the classified staff about them. Reminder; If the police are called the dean or Anne need to inform Dr. Beebe before the police contact him for follow up

### **ROUNDTABLE:**

**Leah** said students who need accommodations for the TABE can get extended time if referred to DSPS. John can also give retests.

**Next Meeting:** June 12, 2014