

San Diego Continuing Education
STUDENT SERVICES COUNCIL
2013-2014

MINUTES

June 12, 2014

ECC 121 2:00-3:30

Attendees: Brian Ellison, Marisa Gonzalez, Shera Heitmann, Anne Heller, Jim Laramie, Esther Matthew, Theresa Ortiz, Cat Prindle, Star Rivera-Lacey

Excused/Absent: Sheri Bartlett, John Bromma, Patti Buse, Stephen Flores,

Guests: Cassandra Caesar (for Sheri Bartlett)

Minutes: May 7, 2014 Approved

OLD BUSINESS

SSC Committee Description and Members:

Need a new copy of committee description from the governance handbook.

Update on SB 1456 Student Success Act

- Brian attended the District SSC, scanners are at the colleges, CE is a year behind college schedule.
- Targeting July 1st to start populating the SQMC screen with counseling, assessment, and ed plans.

CASAS as Assessment Tool for SB1456:

- CASAS math component is not validated in California.
- Star will be meeting with counselors 1 on 1 to discuss ideas.
- North Orange and Santiago CC are implementing assessment tools.
- Brian will see if a group can visit to see what they are doing.

ACE²:

- Steve will attend a meeting tomorrow at City College and bring back information.
- Cat noted that Mesa Ace has 8 students, smallest class, it averages 15, classes started one week early, and classes need to start after High School graduation dates.
- She also stated that classes are competing with FYE.
- Need to get info out.
- Classes can handle 20 students.
- Esther added that students dropped out because of class location.
- CE does not have a group of graduates to push into the summer classes as they graduate all year round.

- ECC students do not plan for college they need to find work.
- North City students continued to college until the change was made from 6 units to 12.
- CE students have to work and attend classes.
- City College does a student success day, up to 800 students attend and get vital information.
- It was suggested that CE accuplacer prep should be in spring.
- Brian added that it should be year round, perhaps 3, 6 week classes per semester, timing is key.
- CE could run them in Fall and Spring, not summer.
- Students could repeat if necessary.
- Currently we do not track ACE students, Cat and Star will meet to discuss.
- Reconvening the College Transition Committee was suggested, it should include reps from all counseling and instructional faculty groups.
- Sherra recommended promoting CE articulation agreements.

NEW BUSINESS

SEP :

- Star handed out an introduction letter regarding the Student Equity Plan.
- This needs to be an instructional and student services collaborative effort.
- SEP was written for colleges, it needs to be fitted to CE.
- Action plans based on student needs equals funding.
- CE needs the SEP in place so students benefit.
- How do we insure we do not leave out serving certain populations e.g. those without computer email?
- SEP report will help to identify underrepresented students.

Transitioning CE Students to College:

- Esther noted that we have to be careful with texting and/or emailing deadlines to students, students need to be ready for college level work.
- College resources are very difficult to find online, orientation links are "hidden"
- Cat added that "easy" resources need to be available for college counseling e.g. Cal Pell deadlines.
- Star recommended workshops/training.
- College counselors are unaware of CE classes; need to identify college counselors as liaisons.

Commencement 2015:

- Commencement is the premier event for CE.
- Volunteering is the expectation.
- Need to formalize instructional and counseling faculty participation.

Student Development Office Name:

- Star was hired as the Counseling and Student Success Dean, therefore the phone (x 4879) will be answered accordingly.
- x 4933 will continue to be answered as CalWorks.

STANDING BUSINESS:**District SSC Report:**

- Brian reported that scanners are required equipment under SB 1456.
- Ed plans will need to be printed then scanned.
- NCR paper cannot be used in the scanners.

Student Development:

- Star is meeting with Ranessa regarding fliers for CalWorks, VA, Counseling, etc.
- Also addressing web pages in these areas.
- CalWorks services will be limited this summer.
- VA Audit coming up, also updating the VA bulletin, and creating a flyer.
- Sherra asked if the VA program can grow, it was determined that we would first concentrate on existing services before growth.

DSPS

- Anne shared that counselors will be working for 7 weeks this summer.
- Anne will assign someone during August to cover accommodation needs for students.
- DSPS audit will be in July, random files will be pulled for inspection.
- Classes will be in session for summer.

STUDENT AFFAIRS:

- Anne noted that ASB is over for the summer.
- Pride Parade is July 19th, City, Mesa, Miramar, CE, and District Offices will walk as one. More information coming on the DL.

ROUNDTABLE:

- Anne is serving on the Interim President committee beginning August 1st. The same committee will work on the hiring of a permanent president.