

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee

Wednesday, October 4, 2017

3:00 – 4:30p.m.

K1-302

Minutes

Present: Gerald Ramsey, Naomi Grisham, Kandice Brandt, Molly Fassler, MaryAnn Guevarra, Martin Moss, Dana Stack, Joan Thompson, Joseph Hankinson, Alice Nelson, Sonny Nguyen, Mardi Parelman, Mona Patel

Absent: Adela Jacobson, Judy Patacsil, Lezlie Allen, Vincent Ngo,

Guests: Clarissa Padilla, Sara Haddad, Jamie Lynn Guevarra

Call to Order: Called to order at 3:13p.m.

Goals

1. Review/Confirm Minutes from September 12, 2017

Revision noted. Motion to accept minutes confirmed. Final minutes posted onto website. Agenda for 10/4/17 approved.

2. Set Goals for Committee

1,2,3

Reviewed current goals in handbook, **Ramsey**: If a goal is stated we should be providing services and it should be measurable. The following revisions were made to the current goals: Use “to provide”, instead of “providing”. It was noted that the shared governance for CGC does not have any representation from Student Services. **Grisham** will find out what was the specific date the Student Services Committee was evaluated. Revisions/ changes will need to be sent to CGC for approval.

3. Follow Up on Integrated Plan

1,2,3

Ramsey: The Integrated plan was sent forward to the constituent groups to review at CEC. Plan went to Academic Senate and lost a week due to breakdown in communication. Sent back with comments, received Thursday (September 28th). Meet with AS on Tuesday (October 3rd), not able to address all concerns due to timeframe; Planning to follow-up with an additional meeting tomorrow (October 5th). Need to make respective changes before sending forward to the Chancellor’s office.

4. General Update on Accreditation (Ongoing)

1,2,3

Ramsey: Overall 8 recommendations for the College, 3 of the recommendations impacted Student Services. Close to completion stage of all recommendations. Need to evaluate SLOs, and develop tools to evaluate our services. 4/10/17 completed: 1A, 1B 1C. In spring 2017 department leaders for Student Services updated mission statement for their area, ensuring there was a connection to the College mission statement. PR/SLO subcommittee took care of this on: 6/21/17. Update on improving assessment of services: everything is done, except for the implement assessment tools/ plan to complete this by early November 2017.

6 month report has to be given to Board (Please note: this is 6 months from the date the College received our letter).

5. High School Dual Enrollment Program 1,2,3,4

Ramsey Miramar Jets, Early Take Off= name of program. Classes will be offered Fridays after 1:00p.m. and on the weekends. Program encourages students to take classes on and off campus. Sonny's office and the Deans are creating a model close to "early college", please note: will not be called "early college". Currently in the planning stages of how to make it happen, classes will be taught on campus. Dual credit on transcripts, there are 10 classes where they can receive dual credit. **Ramsey** will be going to the Counseling department for help/ brainstorm implementation. **Padilla** requested to work on research/brainstorming some ideas. Program designed to give opportunity to 9th graders i.e. Personal Growth 130 class to start off.

Parelman, question about younger student (14 years old), who will teach them? If young, will they be on campus? College instructors may be concerned about intellectual maturity. **Fassler** mentioned there may be some push back from faculty regarding teaching these students.

Ramsey said we need to make sure we are cognitive; we are responsible for individuals brought on campus. Would like to reach out to Riverside as they've been doing a program like this for a while. **Moss** mentioned David Navarro created similar program at Kearney High. 9th graders were not part of this program when it was created. **Ramsey** one advantage would be high school students finishing early. Met with Altus yesterday (October 3rd): i.e. 3-4 weeks per course, getting some of their students concern about comprehension with fast paced courses. Learning Choice Academy operates differently, would have to plan out how this would work for them. **Stack** asked if student graduates with AA degree, would it affect them receiving financial aid? **Ramsey** said it would not. Students have a total of 6 semesters to receive aid, after that the student needs to petition. This may allow them to be eligible for financial aid longer.

Guevarra asked if students will be flagged as "high school students and if they will be restricted to closed courses? What would the outcomes look like? **Ramsey** mentioned the outcomes look good. Currently for the classes we are offering, there are good grades. Those classes are only Junior and Senior high school students. Big problem this semester/year was the completion of paperwork to appropriately enroll students in a timely manner. As a result, students did not have Blackboard access when needed. Other challenges were: personnel changes/faculty / room issues, concerned about appropriately covering material. **Ramsey** addressed issues at Serra High last Friday. Currently are offering 43 classes to high schools. **Grisham** when doing research can we go outside our area? **Ramsey**, Yes. Grisham will provide name of school in Escondido to Nguyen for possible outreach. **Ramsey** mentioned if there are any additional concerns/ ideas please bring them forward to Nguyen. **Nguyen** stated there are some students that are already completing courses just wanted to create a specific program for them.

6. Self-Assessment for Guided Pathways 1,2,3

Discussion was led by **Grisham**, due November 15, 2017, Workshop will be held on October 30th, 5 year plan is due in February. There are 4 stages in the process; we have to assess what stage we are current at to produce a plan on how to move forward. Suggested for small work group to be created: Small workgroup participants – J. Thompson, M. Moss, C. Padilla, M. Fassler, N. Grisham. They will look at timeline and provide upgrade to committee. Their charge is key element #9. **Ramsey**, guided pathways will be the way of the future and how our College operates. EOPS has been using the guided pathways system for a while. There are pathway mandates that force us to look at our next steps and goals in a certain way.

7. Agenda Items for Next Meeting

-Not discussed-

8. Roundtable

Outreach: **Haddad**, College Fall Open House, October 28th. Program will include: welcome, overview of campus, information regarding financial aid, semester start up process, transferring, and dual enrollment. The Chem Expo is the same day, hoping to capture that audience and attendees.

Program Review: **Guevarra**, offering assistance to complete program review, and will highlight what needs to be done. To do: analyze data, input data, and is generally due mid-October. Everyone does not have to repopulate information every year. Cycle consists of the following years: 2015-2016, 2016-2017, 2017-2018 final. Need to complete status report every year. For the final year we need to look at data and analyze. D. Stack asked if the mission statements for the previous years need to be revised to the most recent version, the answer was "no". Career Center: **Patel**, there will be 52 employers at the upcoming job fair on October 11, 2017.

Adjourned: 4:40p.m.

Student Services Committee meetings are scheduled the first Wednesdays 3:00 – 4:30 p.m. in K1-302. Next meeting scheduled for November 1, 2017.

Previous Agendas may be found at <http://www.sdmiramar.edu/campus/governance/committees/ssvc>

SAN DIEGO MIRAMAR COLLEGE
Strategic Goals

- Goal 1:** Provide educational programs and services that are responsive to change and support student learning and success.
- Goal 2:** Deliver educational programs and services in formats and at locations that meet student needs.
- Goal 3:** Enhance the college experience for students and the community by providing student-centered programs, services and activities that celebrate diversity and sustainable practices.
- Goal 4:** Develop, strengthen and sustain beneficial partnerships with educational institutions, business and industry, and our community.