

SAN DIEGO MIRAMAR COLLEGE  
**Student Services Committee**

Wednesday, September 14, 2011

3:00 - 4:30 p.m.

Room A-107

## Minutes

**Present:**

**Members:** Randy Barnes, Co-Chair; Kandice Brandt, Naomi Grisham, MaryAnn Guevarra, Adela Jacobson, David Navarro, Edith Pollack, Lisa Selchau, Dana Stack, Joan Thompson

**Guests:** Lezlie Allen, Stacy Gerika (sp?), Janice Hecksel, Alice Nelson, Sonny Nguyen, Teresa Vilaboy

**Excused:** Joseph Hankinson, Judy Patacsil

1. **Introductions:** Randy introduced the new Instructional Faculty Representative, Lisa Selchal, Adjunct Professor in the Chemistry, who will replace Harvey Wilensky as a voting member of the Committee. The other members and guests introduced themselves.
2. **Interim Vice President Student Services Search Update:** Adela gave a brief update on the hire of an Interim Vice President. It is hoped that an individual can be on board by the first of October. It should also be noted that, since this hiring is internal, backfilling any position that individual comes from will be a consideration, which could mean a delay.
3. **Conference & Travel:** Edith noted that while the Miramar College Travel Liaison has changed, the process for Student Services Travel will remain the same, in that packets must still be submitted to the VPSS Office by the traveler.
4. **Meeting Schedule:** Randy noted that it would be workable to return the meeting schedule of this Committee to the first and third Wednesdays. The next meeting is scheduled October 5, 2011. Edith will send out e-mail notification.
5. **Committee Structure:** Edith announced that she has contacted the Classified Senate President, Joyce Allen, to request that one of the current "guests" of this committee be appointed as a voting Classified staff member of the Committee to replace Glenn Magpuri, whose term has expired. No word to confirm as yet, although Edith noted that the Classified Senate is scheduled to meet Thursday, September 15<sup>th</sup>.
6. **Student Services Center Updates:** Randy noted that concrete is now being poured. The building is expected to be completed by the end of calendar year 2012.
7. **Accreditation - ACCJC Draft Report:** Report has gone through the campus approval process and has now gone to the Board Office to be on the September 22, 2011 Board Agenda, when it is hoped to be Board-approved and sent to the Accrediting Commission by early October. When the site visit will be scheduled is unknown at this time.
8. **UCSD Transition Ulink:** Naomi reported regarding the UCSD Link. The required TAG grade point average has been raised to 3.5. However, students who are applying for fall 2012 may be grandfathered in with a 3.0 gpa. She noted that there are about 40 Miramar students thus far, and solicited the help of the departments to help to get the word out to students.
9. **Student Services Council Updates:** David reported that there are so many changes in regulations and policies that Lynn will facilitate a workshop on the Miramar campus Friday, October 7, 2011, 8:00 a.m. – 12:00 noon to address these changes with the Student Services faculty and staff. Randy will permit the departments to close down for this training. The spring 2012 application deadline is December 1, 2011. Students who apply after that date will not receive registration appointments, and will register January 9–19, 2012.

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10. **Student Services Program Review / SLOAC**: MaryAnn reported that the PR/SLOAC work group has discussed a simpler approach and form, bringing it down to three to five bulleted items, making it more concise.
11. **Program Review / SLOAC Call for Committee Members**: MaryAnn appealed to the SS Committee for someone to replace Glenn Magpuri, who has resigned from that work group, someone with a high level of technical skills. Janice offered some level of help; Rechelle Mojica's name also came up in this context. Adela thanked the Program Review / SLOAC group for their hard work in pulling the document together.
12. **Administration Building Update**: Randy gave a brief update, reporting that the building is projected to be complete by the end of 2013. He and staff met with the architects on Tuesday, and it is hoped that some space issues can be resolved.
13. **Travel Budgets**: Randy briefly discussed the need for conference and travel planning to take place as in the recent past. He requested that department leaders submit their travel needs to Edith, who will compile a spreadsheet for this purpose, enumerating who, name of conference, dates, cost and justification.
14. **Round Table**: **EOPS**: Joan announced that the EOPS Association annual convention will be in San Diego October 11-12, 2011. As a part of the conference, an I-Pad2 64gb will be raffled. The \$20 "opportunity drawing" tickets are available to anyone interested. **DSPS**: Kandice reported that 2010-11 yielded a DSPS student increase of 15 per cent over 2009-10. The ADA of 1990 was amended in 2008, effective January 1, 2009. Part of the amendments addressed changes in the definition of service animals. The district has recently updated their service animal policy to align with these changes. **Admissions, Evaluations, Veterans Affairs**: Dana reported an increase of 30 per cent in the number of veterans served. Priority registration for spring 2012 begins November 17, 2011. **Transfer Center**: Naomi reported regarding the UCSD Link. The required TAG Grade Point Average has been raised to 3.5. However, students who apply for fall 2012, may be grand-fathered in with a 3.0 gpa. She noted that there are about 40 Miramar students thus far, and solicited the help of the departments to help to get the word out to students. Naomi distributed copies of the 2011 – 2012 UCSD TAG – UniversityLink Region Transition Program document (attached). David reported that SDCCD is considering changes to the priority enrollment structure, in addition to other things. **Student Affairs**: Adela noted that the Deans of Student Affairs District-wide are developing a new deferment application form.

**Emergency Contact Information**: Following the September 8<sup>th</sup> massive power outage, it is apparent that the emergency phone list needs to be updated. Edith will send an e-mail to department leaders requesting cell and home phone numbers that will be used in an emergency only. When compiled, this list will be used as a phone tree and text tree, as it was found that even cell phones were ineffective during this recent emergency, although text messages did get through. Randy will keep the Committee informed as this develops.

Meeting Adjourned at 4:17 p.m. The next SS Committee meeting is scheduled for **Wednesday, October 5, 2011, 3:00 – 4:30 p.m. in room A-107.**

Previous Agendas may be found at [http://www.sdmiramar.edu/cmte/college\\_governance.asp](http://www.sdmiramar.edu/cmte/college_governance.asp).

Respectfully Submitted,

Edith Pollack, Administrative Secretary  
Office of the Vice President, Student Services

## 2011-2012 UCSD TAG-UniversityLink Region X Transition Program

### 3 steps to apply:

By **September 30, 2011** you **MUST**:

- 1) Complete the UCSD Form available at <http://bit.ly/ULINK2012>
- 2) Complete the Transfer Center Screening Form (below) and submit to your Transfer Center

During **November 2011**:

- 3) Submit an official UC application for Admission and comply with all UC requirements and deadlines

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### Transfer Center Screening Form

Name \_\_\_\_\_ CSID \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ DOB \_\_\_\_\_

The following are required for program eligibility. Please check the boxes that are applicable to you:

- I will have earned 60 UC transferrable units by the end of Spring 2012
- IGETC will be complete by the end of the Spring 2012 semester

I am currently enrolled in or have completed the following:

- |  |   |
|--|---|
| <input type="checkbox"/> English 101 (or equivalent) | Course info: semester completed and grade |
| <input type="checkbox"/> English 205 (or equivalent) | _____                                     |
| <input type="checkbox"/> UC transferrable math class | _____                                     |

My current UC transferrable GPA is: \_\_\_\_\_

*[Click here](#) for the GPA Calculation Worksheet or come to the Transfer Center*

#### READ and INITIAL:

- 1) I understand that I must have a minimum transferrable GPA of 3.0 by the end of the Fall 2011 semester; otherwise, I will be reviewed with the regular applicant pool. **Initial** \_\_\_\_\_
- 2) I understand that the purpose of this form is to assess my initial program eligibility. Final official eligibility is determined by UCSD. The full eligibility requirements are listed as "Region X TAG-UniversityLink Transition Program requirements" which I have reviewed at: <http://bit.ly/ULINK2012> **Initial** \_\_\_\_\_

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SUBMIT THIS FORM TO YOUR TRANSFER CENTER

By September 30, 2011