

SAN DIEGO MIRAMAR COLLEGE  
**Student Services Committee**  
Wednesday, September 4, 2013  
3:00 – 4:30 p.m.  
Room K-302  
**Minutes**

**Members:** Gerald Ramsey, Co-Chair; Glenn Magpuri, Co-Chair; Kandice Brandt, Naomi Grisham, MaryAnn Guevarra, Adela Jacobson, Emalina Ledbetter, David Navarro, Judy Patacsil, Edith Pollack, Lisa Selchau, Dana Stack, Joan Thompson

**Guests:** Lezlie Allen, Kare Furman, Joseph Hankinson, Janice Hecksel, Jeff Higginbotham, Alice Nelson, Sonny Nguyen, Teresa Vilaboy

**Excused:** MaryAnn Guevarra, Judy Patacsil

Meeting came to order at 3:21 p.m.

1. **Approval of Agenda:** Agenda approved as written, **MSC** Navarro & Jacobson.
2. **Approval of Minutes May 1, 2013:** Minutes were approved as written. **MSC** Navarro & Jacobson.
3. **Round Table:** **Admissions:** Dana announced the application deadline for spring 2014 is November 1<sup>st</sup> or 8<sup>th</sup>. She noted that the students appreciate the new facility; more students are hanging around. **Career / Placement:** A Career Fair is scheduled Tuesday, October 22<sup>nd</sup>. **Counseling:** We have no adjunct counselors at MCAS Miramar; we don't have an adjunct to support this program as yet. Counseling will be implementing a new orientation, upon implementation of AB 1456. Beginning July 2014, students will be required to have an Ed Plan on file to receive any priority registration. Janice reported she is still getting computers in for the counseling classroom. **College Hour:** The work group is working to get the word out. Student Services folks will be talking about this more; 95% of the faculty chairs are in agreement. It was noted that some of the instructional programs may not be able to participate because of teaching schedules. Adela noted that she will get this on the Dean's Council agenda. Presently only faculty classroom positions are prioritized for hiring. It is hoped that by spring 2014, nonclassroom hiring will begin to be discussed in this context.

**DSPS:** Kandice reported a three per cent increase over last year, about 400 unduplicated. She also noted a SDICCCA Intern working in DSPS two days a week. **EOPS / CARE / CalWORKs:** Joan reported that the department is keeping busy. Over 100 CalWORKs students to date; last year there were 90. EOPS has about 438 students, about the same as this time a year ago. There are currently about 15 CARE students. MaryAnn will sponsor the CalWORKs Club, and will start up in about two weeks. Jamie Gonzaga is working with the Foster Youth Program, and would like to work with Teresa Vilaboy on this. **Financial Aid:** Teresa noted there are no partitions to diminish the noise level at the student counter. This situation also diminishes the privacy with which the staff need to work with individual students. Partitions are needed at workstations and front counter, and change to counter height at one end are on the priority list.

**Health Services:** Lezlie announced that flu vaccines are in, and will be dispensed to students only. She noted also that students will all need to be enrolled in insurance plans by March, or be fined. **Multi-Purpose Room:** Gerald announced that the room will hopefully be online in a few days. The College is working with vendors and construction people to resolve the issues. Glenn

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will send an e-mail to Gerald about the timeline. Glenn noted that he can put together a cart of media equipment for the counseling classroom in the interim. Adela suggested additional chairs along the wall of the primary waiting areas so students can stay in the vicinity and hear their names called. More chairs are needed in Counseling offices because more people are coming in for appointments. Gerald will follow up with Brett. Outreach: Will be the new pilot to develop a new website.

Program Review / SLOs: Gerald reminded everyone that these need to be done, and submitted. Search for an e-mail sent by MaryAnn during Adela's recent absence. Service Dogs: Only certified service dogs are allowed in the building. Staff will need to ask students if their animals are service animals, and what service tasks are the dogs performing at the time. Gerald gave directions that animals cannot be on furniture, chairs or tables, at any time. This led into the issue of bicycles on campus, and on the ramps. Apparently bicycles have been seen being ridden under the ramp of the K-1 building, and down the stairs. The need for bicycle racks was noted. Student Affairs: There will not be an SVO organization this year, as there is not enough student Veterans interest. Naomi noted she has talked to a number of students. Fliers could be posted, e-mails could be sent to Veterans. This could be a support organization rather than a formal club. On that same note, Adela announced the club certification deadline is September 14<sup>th</sup>, with orientation following in October. Gerald would like to see more support for Miramar's athletic teams, by attendance at games, such as basketball.

Student Newspaper: Now that we have a Student Services Center, students are excited and yet concerned that there is no student newspaper. It was the consensus of the group present that there should be discussion about bringing back the student newspaper, and even student art displays on campus. There needs to be an ad hoc group for this discussion.

Transfer Center: Tali announced a joint transfer field trip with City and Mesa scheduled to UCI and USC October 11, 2013. A Transfer Fair is scheduled Wednesday, October 23<sup>rd</sup>, 10:00 a.m. – 1:00 p.m. Seventy schools are being targeted. One to two education planning workshops are continuing daily. SDSU Admissions has scheduled days in October and November on campus.

4. **Grants & New Initiatives**: No reports.
  - a. Vets to Jets II
  - b. U.S.A.F. Grant Proposal
  - c. Early College
5. **Strategic Plan**: Tabled.
6. **District Student Services Council Updates**: Counselor Retreat: A counselor retreat is scheduled Friday, November 8<sup>th</sup>, 8:00 a.m. – 12:00 noon at the new North City Continuing Education Center on Aero Drive, beginning with a continental breakfast at 8:00 a.m. This retreat will update all of the counselors in the District regarding 1456 implementation.

7. **Legislation:**
  - a. SB 1440
  - b. SB 1456
    - i. Prep for Implementation:
    - ii. Impact on Counseling:
8. **Budget:** Money has been distributed to SDCCD, about \$1.7 million. Don't know as yet how it will be distributed within the District. Overall, the budget situation looks good.
9. **Student Completions: Transfer & Awards:** Sent to Department Leaders.
10. **After College Opening Day:** Sent to Department Leaders

Gerald noted that the semester is off to a good start. The meeting adjourned at 4:50 p.m.

Student Services Committee meetings are scheduled the first Wednesday of each month through the **academic year. The next meeting is scheduled October 2, 2013.**

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

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SAN DIEGO MIRAMAR COLLEGE  
**Strategic Goals – 2007 - 2013**

- Goal 1:** Focus college efforts on student learning and student success through quality education that is responsive to change
- Goal 2:** Deliver instruction and services in formats and at sites that best meet student needs.
- Goal 3:** Enhance the college experience for students and the community by providing campus facilities, programs and student-centered co-curricular activities that celebrate diversity and sustainable practices
- Goal 4:** Initiate and strengthen beneficial partnerships with business and industry, other educational institutions, and the community
- Goal 5:** Refine the college's integrated planning process
- Please also see <http://www.sdmiramar.edu/institution/plan> for San Diego Miramar College 2007-2013 Strategic Plan.