

SAN DIEGO MIRAMAR COLLEGE  
**Student Services Committee**

Wednesday, September 2, 2015  
3:00 – 4:30 p.m.  
K1 – 302

**Minutes**

**Members:** Gerald Ramsey, Co-Chair; Glenn Magpuri, Co-Chair

Additional membership to be determined: Kandice Brandt, Rick Cassar, Molly Fassler, Isabella Feldman, Naomi Grisham, MaryAnn Guevarra, Adela Jacobson, Ryan Moore, Judy Patacsil, Edith Pollack, Dana Stack, Joan Thompson

**Resources:** Leslie Allen, Kare Furman, Howard Irwin, Joseph Hankinson, Alice Nelson, Sonny Nguyen, Lonnie Pham, Lynna Vo, Kirk Webley

Meeting was called to order at 3:20 p.m.

1. **Approval of Minutes** – August 19, 2015: Tabled for the next meeting.
2. **Committee Structure Update:** The Committee Membership will be discussed at the next College Executive Committee (CEC) meeting on September 15, 2015. Gerald recommended that Glenn and Kandice to be present. The administrative representatives will be the VPSS and the Dean of Matriculation/Student Affairs. Faculty representation shall include five non-instructional faculty members including a broad representation from Student Services areas and one instructional faculty member. Classified representation shall include three members with at least one supervisor and one staff from Student Services areas. Student membership rotates on an annual basis.
3. **November 23, 24, 25 & December 21 & 22:**
  - a. Personnel:
  - b. Hours: November 23 & 24 (8:00 a.m. – 4:30 p.m.)  
November 25 (Closed)  
December 21 & 22 (Closed)
  - c. Air conditioning, etc. will be up and running.

Gerald will confirm hours/dates of closure by Thursday, September 3, 2015.
4. **SSSP & Student Equity:** The Student Equity Report is due in November. Howard has requested data from District to be pulled for the next workshop event to be held on September 18th. The next step is to plan “Let’s Do It Again” interactive workshop which is similar to last year. Discussed CHAT which is an effective communication tool for everyone on campus to can share valuable information and ideas with one another to increase their knowledge and assist more in student success. This tool will be a vehicle to collect and create student success stories and videos.
5. **Task Stream:** Gerald would like to thank Adela and MaryAnn for their outstanding leadership in Task Stream training. The next Task Stream training is scheduled for September 11<sup>th</sup>.
6. **Disproportionate Impact Proper Basic Skills Course Replacement:** Rick presented his concerns of the disproportionate impact proper basic skills course replacement in particular with the Math Department. Students are placed in very low level and end up dropping out or receiving a low grade due to boredom. Gerald recommended that Rick make a presentation to the CEC and receive CEC approval to work with the math department. Joan wants to acknowledge how

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hard the Math Department is working and recommend the committee to send a “thank you” letter.

Respectfully Submitted,

Lonnie Pham

Student Services Committee meetings **are scheduled the first Wednesdays 3:00 – 4:30 p.m. in K1-302 through May 4, 2016. Exceptions may occur. The next meeting is scheduled Wednesday, October 7, 2015.**

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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**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.