

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee
Wednesday, November 4, 2015
3:00 - 4:30 p.m.
K1-302

Minutes

Present: Glenn Magpuri, Co-Chair; Lezlie Allen, Kandice Brandt, Molly Fassler, Isabella Feldman, Joseph Hankinson, Denise Hollis for Dana Stack, Howard Irvin, Adela Jacobson, Ryan Moore, Alice Nelson, Judy Patacsil, Joan Thompson, Vron Vance, Lynna Vo

Meeting came to order at 3:08 p.m., led by Co-Chair, Glenn Magpuri. Each person present introduced themselves, and met the student member, Vron Vance.

1. **Approval of Minutes:** Minutes of the September 2nd, 2015 meeting were approved as written, **MSC** Brandt & Feldman.
2. **Committee Structure Update:** This item was tabled until the February meeting, **MSC** Feldman & Hollis.
3. **Classified Hiring:**
 - a. Admissions & Records Student Services Assistant
 - b. EOPS Student Services Assistant
 - c. Outreach Student Services Assistant
 - d. DSPS Instructional Assistant – Learning Resources
4. **Student Services Staffing:** Offices will be staffed, working behind closed doors.
 - a. November 23 & 24 8:00 – 4:30 p.m.
 - b. November 25 Closed
 - c. December 21 & 22 8:00 a.m. – 4:30 p.m.
5. **SSSP & Student Equity:** The Plan has been completed and submitted to both senates. Howard thanked everyone in the Student Services Division.
6. **Task Stream:** Adela thanked everyone who worked on the Program Review and inputting it into Task Stream.
7. **Maxient:** Adela reported that SDCCD has been working on software to track student discipline. Training is scheduled November 20, 2015, in M-101. Fictitious cases may be submitted during training. Maxient will roll out to the campus in spring semester 2016.
8. **Round Table Reports:**
 - a) **Positions to fill in Student Development:** Noted above.
 - b) **Clubs & Advisors:** Adela reported that there are 21 clubs. One group needs an advisor.
 - c) **Changes in DSPS:** Kandice reported that Lisa Olson is the new full-time Text Proctor and Instructional Assistant - Learning Resources.
 - d) **Transfer Center Update:** No report.
 - e) **Outreach/HS/Assessment:** Tabled.
 - f) **Career Center/Fairs:** A Job Fair is planned, 15 employers have confirmed. Another movie night is scheduled on the 18th for Veterans; and a Veterans meeting is Scheduled in December.
 - g) **Other Departments:**

Counseling: Alice Nelson reported that next week appointments will be scheduled a maximum of one hour. Priority registration begins the week of November 30th.

EOPS / CARE: Joan reported that December 4th is the Toys for Tots day. A collaborative brainstorming meeting will be held with the District regarding Foster Youth. She noted

thanks for donations for the food bank. There is also a fiduciary account set up for purchases of food when the need arises. It was noted that Health Services is also receiving requests for food.

Financial Aid: Lynna Vo reported that the second Pell Grant disbursement is November 16, 2015. February 19, 2016 is the scholarship application deadline. The award ceremony will take place Wednesday April 16, 2016.

Health Services: Distracted driving... multi-tasking while driving is a focus at this time.

Mental Health: Workshops and events are planned for every month ~~in collaboration with the County.~~

Web Site: Some of the information on the web site is old; send updates to Howard and he will walk them through.

The meeting adjourned at 3:43 p.m. **MSC** Irvin & Feldman.

Respectfully Submitted,

Edith Pollack
Administrative Secretary

Student Services Committee meetings are scheduled 3:00 – 4:30 p.m. the first Wednesdays each month through May 4, 2016. The next meeting is scheduled Wednesday, March 2, 2016, in K1-302.

Previous Agendas may be found at http://www.sdmiramar.edu/cmte/college_governance.asp.

/erp

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.