

SAN DIEGO MIRAMAR COLLEGE
Student Services Committee

Wednesday, October 4, 2023
 3:00 – 4:30p.m.
 K1-202

Committee Members:

Adrian Gonzales(absent), Marcella Osuna, Cheryl Barnard, Allison Douglas-Chicoye, Nessa Julian, Alice Nelson, Lezlie Allen, Vincent Ngo, Elizabeth Hubert; Shawn Hurley, Kevin Gallagher, Julia Kamp, Martha Jimenez, Johanna Lindgren, Kylee Guiriba, Danna Aguilar

Vacancies: Administrators:(0), Classified Senate:(2), Academic Senate:(2), Student:(1)

Guests: Lisa Brewster, Sonny, Nguyen

MINUTES

- I. **Approval of the Agenda**- Motioned by Gallagher, second by Hubert, agenda approved.
- II. **Approval of Past Meeting Minutes, 9/6/23** – Motioned by Barnard, second Gallagher, minutes approved.
- III. **New Business**

#	Item
1)	<p>Discussion: Explore option of combining with Guided Pathways Steering and Success Across the Curriculum Committees + identify workgroup</p> <p>Osuna initiated the conversation for the committee to review the roles and responsibilities of the SSC’s charge. Many items are cross-represented among all three committees, Guided Pathways Steering, Success Across the Curriculum and Student Services. A workgroup consisting of two individuals per committee will be meeting to review overlap and determine essential duties and responsibilities. Further assisting with clarification if combining efforts is feasible. Of the noted responsibilities of the SSC, Barnard suggested to keep the role of reviewing polices and procedures. Committee suggested for additional time to review and agreed to email Osuna and Gonzales any suggestions. Will also like to define what “student success” means at a future meeting.</p>
2)	<p><u>Board Policies and Procedures (Batch 8)</u></p> <p>Currently the District is reviewing and changing some of the polices to align with education code. The majority of the noted changes are logistical. Board Policy (BP) is the voice of the Board of Trustees and defines the general goals and acceptable practices for the operation of the District. It implements federal and state laws and regulations. Administrative procedures (AP) implement Board policy, laws, and regulations and are approved through the District's participatory governance process. The committee reviewed through multiple Administrative Policies (AP) and Board Policies (BP). AP5220: suggestion to use term “experiencing housing insecurity” or “unsheltered individuals” instead of “homeless”. EOPS should not be noted as the point of contact, add Basic Needs Center. Need clarification of age definition of student. Committee requested for additional time to review policies and bring back to next meeting.</p>

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IV. On-Going Business

#	Item
1)	<p>Workgroup Updates: Moving forward, need to identify if we would like to continue with these workgroups. Previously met on Wednesdays SSC did not meet or carved out time during the meeting to do some group work.</p> <ul style="list-style-type: none"> a) Professional Development – this workgroup hosted a series of successful workshops for the campus through the Fall 2022 and Spring 2023 term. b) Communications – purpose of workgroup is identifying an improved method to communicate to the campus, faculty, staff and students. Nguyen pointed out the new CRM, Element 451, will provide us a way to ease communication with students. Student Services Leaders (an operational meeting) is also devising a newsletter as an informative method of communication with the campus. Currently all enrolled students have access to the Student Services Canvas shell which provide access to services and resources. Still working on refining the myCoach app as there have been some unexpected challenges with the vendor.
2)	<p>Roundtable</p> <p>Julian - Latinx heritage month ends October 15, October is Filipino heritage month. Equity Summit will be October 26, 4:00 – 6:00p.m. and October 27, 8:30-1:30p.m.</p> <p>Barnard – October 11, is National Coming Out day. Paulson sent out email to encourage campus participation and display a “You are safe here” poster in offices.</p> <p>Nelson – Counseling appointments are currently available for spring and long-term planning</p> <p>Jimenez – Graduation applications for Spring/Summer 2024 will begin November 6, 2023. Spring registration begins on November 6. Flyer for Vets events distributed.</p> <p>Osuna – EOPS transfer week will be separated into 2 weeks, one for UC, one for CSU.</p> <p>Douglas-Chicoye – Kawafuchi has reactivated the Transfer Club</p> <p>Nguyen - SDCCD Counselor & Community conference on December 7th at Miramar</p> <p>Kamp – Weekly Wellness Wednesday workshops are from 12:30-1:30p.m. focused on stress management. Topics include: 10/4 Social Skills & Connecting, 10/11 Health Relationships 10/18 Self-Compassion & Helpful Self-Talk and 10/25 How to take off your Mask. Student Mental Health is offering free access to Headspace for students and employees, offers self-care meditation. Suicide prevention training model through LivingWorks is also available to staff.</p>

V. Other - None

VI. Next Meeting – November 1, 2023 at 3:00p.m. in K1-202

VII. Adjourn-3:51p.m.

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

San Diego Miramar College Strategic Goals Fall 2020-Spring 2027

- 1) **Pathways** - Provide student-centered pathways that are responsive to change and focus on student learning, equity, and success.
- 2) **Engagement** - Enhance the college experience by providing student-centered programs, services, and activities that close achievement gaps, engage students, and remove barriers to their success.
- 3) **Organizational Health** - Strengthen Institutional Effectiveness through planning, outcomes assessment, and program review processes in efforts to enhance data-informed decision making.
- 4) **Relationship Cultivation** - Build and sustain a college culture that strengthens participatory governance, diversity, inclusion, and community partnerships.

- 5) **Diversity, Equity, and Inclusion** – Build an environment that embraces diversity, equity, inclusion, anti-racism, and social justice for the benefit of the college community.

**** ACCJC Accreditation Standards (Adopted June 2014)**

I. Mission, Academic Quality and Instructional Effectiveness, and Integrity

- I.A Mission
- I.B Assuring Academic Quality and Institutional Effectiveness
- I.C Institutional Integrity

II. Student Learning Programs and Support Services

- II.A Instructional Programs
- II.B Library and Learning Support Services
- II.C Student Support Services

III. Resources

- III.A Human Resources
- III.B Physical Resources
- III.C Technology Resources
- III.D Financial Resources

IV. Leadership and Governance

- IV.A Decision-Making Roles and Processes
- IV.B Chief Executive Officer
- IV.C Governing Board
- IV.D Multi-College Districts or Systems.