



# Student Services Update

## April 2016

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### New Title IX Compliance Office

The District's new Title IX Compliance Office began operation in March. Located in the District Administrative Offices, the Title IX Compliance Office consists of a new Title IX Coordinator and a Title IX Investigator who will be responsible for coordinating District compliance with matters concerning sex or gender-based discrimination or misconduct.

In this capacity, Title IX Compliance Office members will be interacting with personnel throughout the district as they develop and coordinate trainings and respond to reports of sex or gender-based discrimination or misconduct. All such reports must immediately be directed to the Title IX Coordinator, who will then coordinate the District's investigation and response.

Up-to-date resources and information, along with a link to the confidential web-based reporting portal, will always be available at [www.sdccd.edu/titleix](http://www.sdccd.edu/titleix).

### Meet the Title IX Team

#### Title IX Coordinator—Christopher May



Mr. May earned a Master's degree in teaching from Washington University in St. Louis, Missouri, and a Juris Doctor degree from Georgetown University Law Center in Washington, D.C. Mr. May has several years of experience in higher education law. His responsibilities will include developing the district's Title IX program including: supporting the district, colleges and Continuing Education with Title IX complaints; monitoring and developing policies and procedures for compliance under Title IX, Violence Against Women Act (VAWA) and the Clery Act; assisting with Title IX investigations; and developing and implementing a comprehensive training program for students and employees related to sexual assault, including bystander training.

#### Title IX Investigator—Leslee Morris



Ms. Morris' background and education have prepared her well for this role. She brings over ten years of experience investigating Title IX cases in higher education, including at University of Colorado, Boulder, where she served in this capacity for eight years, as well as National University. She also has served as an investigation trainer for ATIXA, a nationally recognized organization that provides Title IX training and support to organizations throughout the country. Her focus has been on developing the skills needed when working with persons with a recent trauma.

Her responsibilities will include conducting Title IX investigations for the colleges, Continuing Education and the district. She will also play a key role in developing and conducting student and employee training programs.

### Responsible Employees

Most District employees are, according to Title IX law, "responsible employees," meaning that they are legally obligated to report certain conduct of which they are aware of to the Title IX Coordinator. The Title IX Compliance Office has prepared a short video that explains exactly what this means and exactly what employees must do to fulfill their legal obligations.

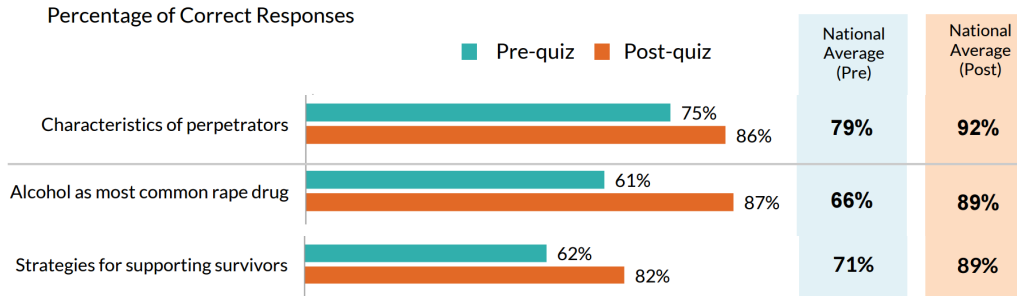
Take a few minutes to review the video to ensure that you know exactly what to do if you receive notice of a Title IX incident. The video is available at: <http://bit.ly/SDCCDResponsibleEmployee>.





## Title IX Student Training Program Assessment

1,367 students completed the Title IX Training Program titled *Haven: Understanding Sexual Assault* during the 2015-2016 school year. The training program was mandatory for all student athletes, student leaders and some student workers and was made available to all new students as part of their admissions process. Currently, District Student Services is reviewing the student learning outcomes from the 2015-2016 cohort. As you can see from the snapshot below, there were significant knowledge gains which highlight the importance of the district's training and prevention efforts to help create a safe learning environment for all students, faculty and staff.



## Key Dates

### Spring 2016

- Withdrawal deadline for primary session classes **Apr 8**
- Deadline for faculty to submit final grades **May 27**
- Grades for Spring Available on Reg-e **May 31**

## Campus Solutions Update

The Campus Solution Academic Advising team was celebrating last week as they achieved a major milestone by completing the configuration of 10 years of associate degree requirements in the academic advising module. This configuration culminates many months of building the foundation for Student Education Plans and Degree Audits. At the same time, the Records team is getting ready to test the new CCCApply admissions application, and conversion of student bio-demo information, course catalog and class schedule data.

Early March, members of the Campus Solutions team attended the 2016 PeopleSoft User Group conference. The team gained some valuable insights on best practices, features and lessons learned from institutions of higher education across the country that utilize PeopleSoft, Campus Solutions. Some notable features to look forward to include:

- Students seeing their "to-do" list in their web portal
- Students will be able to view degree audits to monitor their progress towards degree/certificate completion
- Students will be able to view their anticipated and disbursed financial aid on their account

Stay tuned as we are also developing a comprehensive website that will be your go-to source for Campus Solutions updates, business process changes, training documentation and new features that will become available with the Campus Solutions implementation.

## SDCCD Outreach In The Community

Check out some of the upcoming outreach events:

- **April 13th:** CalSOAP Presents: *So You've been Admitted to College*
- **April 20th & 21st:** NACAC College Fair
- **April 22nd:** Guardian Scholars College and Career Day

### CAMPUS SOLUTIONS CORE TEAM

**Catrina Hixon**, Team Lead  
**Melonie Limtiaco**, Co-Lead  
**Pam Wright**, Technical Lead  
**David Spence**, Conversion, Student Portal  
**Rob Bailey**, Conversion  
**Victor DeVore**, CCCApply, Financial Aid, Training

### Admissions & Registration

- Ivonne Alvarez
- Phil Bakit
- Kare Furman
- Michelle Montanez

### Advising

- David Navarro
- Thu Nguyen
- Christina Monaco
- Hilda Osuna

### Continuing Education

- Jose Hueso

### Curriculum

- Lydia Gonzales
- Erica Marrone

### Financial Aid

- Gilda Maldonado
- Greg Sanchez

### Student Accounting

- Lynn Dang
- Shirin Mohseni