

HIGHER EDUCATION CENTER AT SAN YSIDRO

STUDENT GUIDE SPRING 2020



460 West San Ysidro Boulevard, San Ysidro, CA 92173
619-216-6690 www.swccd.edu/hecsy

Governing Board of the Southwestern Community College District

Kindred Murillo, *Superintendent/President*

Roberto Alcantar, *Board President*

Griselda Delgado, *Board Vice President*

Tim Nader, *Board Trustee*

Leticia Cazares, *Board Trustee*

Nora E. Vargas, *Board Trustee*

Melkitedeq Jorge Hernandez, *Student Trustee*

Mission Statement

Southwestern Community College District is the premier public institution of higher education in Southern San Diego County that serves a diverse community of students by providing quality academic programs, comprehensive student support services that ensure equitable access and clear pathways to student success. Southwestern Community College District promotes learning and success to prepare students to become critical thinkers and engaged life-long learners/global citizens. The District is committed to continuous improvements through the use of data-informed planning, implementation, and evaluation.

Southwestern Community College District utilizes a variety of instructional modalities to provide educational and career opportunities in the following areas: Associate degree and certificate programs, transfer, professional, technical and career advancement, foundational skills, personal enrichment, and continuing education.

Vision Statement

Southwestern College is the leader in equitable education that transforms the lives of students and communities.

Student Success - *Southwestern College provides a student-centered environment, through equitable access, opportunity, support, and clear pathways that enable students to achieve their educational and professional goals.*

Equity - *Southwestern College intentionally identifies and removes barriers to cultivate success for all, and purposely addresses the effects of systemic inequities.*

Scholarship - *Southwestern College inspires students to become lifelong learners and responsible global thinkers.*

Professional Excellence - *Southwestern College continuously supports and educates all employees to ensure effective collaboration, support student success, and uphold the highest professional standards.*

Cultural Proficiency - *Southwestern College engages in cultural proficiency by providing a rich learning environment that embraces our cultural differences and experiences.*

Sustainability of Stewardship - *Southwestern College utilizes natural, financial and physical resources effectively, equitably, and respectfully.*

Community - *Southwestern College bridges the gap between higher education, civic engagement, and economic well-being to the community we serve.*

Inclusionary Practices - *Southwestern College actively honors and respects diversity to foster a safe and welcoming community where all are inspired to participate and realize a sense of belonging.*

Governing Board approved May 14, 2019



Table of Contents

Welcome.....	4
Student / Counseling Services	5, 6
Important Dates	7
Spring 2020 Hours.....	8, 9
Important Numbers.....	10
HEC, SY Parking Rules and Regulations	11
Police, Safety and No Smoking Policy.....	12
Building Map.....	13, 14
City Map and Directions.....	15
Eatery Locations	16
Schools and Departments Contact List.....	17



Welcome HECSY Student,



As Acting Director of the Higher Education Center (HEC, SY) at San Ysidro, let me be the first to welcome you to the Center. At the HEC, SY, you will find that our faculty and staff are committed to academic excellence and assisting you to work toward your individual goals. We offer a variety of occupational, transfer and general education courses, and have over 115 classes for you to choose from. In addition to academic course offerings, we provide many student services to assist you, including academic counseling, admissions/registration, cashiering, assessment, financial aid and tutoring.

The Higher Education Center at San Ysidro campus resides on the land of one of the worse mass shooting tragedies in U.S. History. July 18, 1984, twenty-one innocent people lost their lives in what is now called "The San Ysidro McDonald's Massacre." The shooting was ranked the deadliest mass shooting until 1991.

Following the closure of the restaurant, McDonald's donated the ground to the city, with the stipulation that no restaurant be constructed upon the site. For over four years, alternate plans to convert the site into either a memorial park or a shrine to the dead were under consideration. The land was sold in February 1988 to Southwestern College for \$136,000, with the agreement that a 300-square-foot area in front of the campus extension the college intended to construct be set aside as a permanent memorial to the 21 victims who died in the massacre.

It is our commitment to the community of San Ysidro that we continue strives to improve our services to our students and neighboring community as a whole. Your success is important to us and we will do all we can to help you achieve it. Thank you for allowing us to share in this part of your academic life and best wishes for a successful semester and future!

Sincerely,



Patricia M. Bartow, M.S.

Interim Director, Higher Education Center, San Ysidro



Student Services

Higher Education Center Students are offered high quality services!

The Student Services staff at the Higher Education Center can help you with the following:

- Admissions and Registration
- Financial Aid
- Cashiering
- Academic counseling
- EOPS services
- Career services
- Transfer services
- Library services
- Tutoring (English, ESL/Spanish, and Math)
- Disabled Student Services (DSS)
- Veteran's services
- Personal Wellness

Academic Counseling and DSS Counseling Services

The Counseling staff at the Higher Education Center can help you with the following:

Career Development

Assist you in learning how to define what career fits you. Help you find a career that you will enjoy, will match your personality and interests, and will represent your work values.

Developing an Educational Plan

Map your educational plan so that the courses you take count towards your educational goal. We will develop a semester-by-semester plan, which will let you know when you complete your course requirements.

Selection of University or Training Program

Search for the best educational training program or educational institution for you.

Scholarships

Help you access and apply for scholarships and other types of financial aid.

https://swccd.academicworks.com/users/sign_up



Personal Development

Assist you in identifying options to developing your study skills, job search, career options, and university transfer options through an array of workshops.

Personal Counseling

Assist you in difficult situations by helping you create options for yourself.

To receive any of the above listed services, stop by the Student Services Office and make an appointment to meet with a counselor. You can make an appointment Monday (only) from 9:30 a.m. to 5:30 p.m. at 619-216-6690, or stop by Student Services.

Health Services

The philosophy of Health Services is to promote, encourage, and assist the students and staff to maintain good health and safe habits for themselves, their family, and their community while in pursuit of their educational goals and objectives.

Ask a nurse:

If you have a health-related question or concern, email the nurse at enurse@swccd.edu and the nurse will reply during office hours.



Important Dates

Spring 2020 Schedule of Classes

Important Dates and Deadlines

OCTOBER 28

- Email registration information to students

NOVEMBER 12

- Registration begins by appointment
- Waitlist available (as classes fill)

NOVEMBER 21

- 1st Drop for non-payment

DECEMBER 12

- 2nd Drop for non-payment

DECEMBER 19–JANUARY 1

- Winter Break

JANUARY 1

- Residency determination date

JANUARY 2

- January 2020 Intersession Begins

JANUARY 20

- CAMPUS CLOSED—MARTIN LUTHER KING, JR. DAY

JANUARY 24

- January 2020 Intersession Ends

JANUARY 29

- Spring 2020 full-term semester begins
- 1st 8-week session begins
- Textbooks and required class materials must be returned by the first week of Spring (see bookstore website)

Check WebAdvisor to view the deadline dates by clicking on the class title of a specific class section. You may add classes with an add code or withdraw from classes via WebAdvisor

JANUARY 31

- Deadline to apply for Spring 2020 Associate Degree for Transfer (ADT)

FEBRUARY 7 – (11:59 P.M. ONLINE OR IN PERSON AT CHULA VISTA CAMPUS BY 3P.M.)

- Last day to drop without a "W" for full term classes
- Refunds—Last day to withdraw from classes and qualify for a full refund of enrollment fees and non-resident tuition
- Last day to add classes. No late adds will be accepted. Deadline will be enforced.
- Last day to get a refund for Student Activities Stickers

FEBRUARY 13

- Financial Aid Freeze Date
- Last day to file a petition for Independent Study

FEBRUARY 14-17

- CAMPUS CLOSED—PRESIDENTS WEEKEND

FEBRUARY 21

- Last day to file a petition for Pass/No Pass

MARCH 2

- Deadline to Petition for Spring 2020 Graduation

MARCH 6

- Last day to file a petition for Credit by Examination

MARCH 30

- Second 8-week session begins

MARCH 31

- CAMPUS CLOSED—CESAR CHAVEZ DAY

APRIL 24 - (ONLINE BY 11:59 P.M. OR IN PERSON IN CHULA VISTA BY 3 P.M.)

- Last day to withdraw from full-semester classes and receive a "W" grade

MAY 15-26

- Online Grading is open

MAY 25

- CAMPUS CLOSED—MEMORIAL DAY

MAY 16-22

- Final Examination Week

MAY 22

- Last day of classes—End of Spring 2020 / Commencement

MAY 28

- Final grades are due for full-term and second-eight-week session classes.

(Note: in general, grades are due four business days after the end date of any section.)

Reminder to Faculty!

Grade rosters must be submitted on WebAdvisor and are due by: **11:59 P.M. ON MAY 28, 2020.**

Short Session Deadlines:

Short Sessions begin January 29 and March 30, 2020

Check WebAdvisor to view the following deadline dates by clicking on the class title of a specific class section. Deadlines for short-session classes are determined as indicated below.

- **Deadline to add classes:** Day prior to Census
- **Deadline for refund:** 10% of actual meeting days (Note: in some cases this may be the first day of class).
- Deadline to apply for pass/no pass option is the first week for short term classes
- Deadline to withdraw from class without receiving a "W": 20% of actual class meeting days
- Deadline to withdraw from class and receive a "W": 75% of actual meeting days



Spring 2020 Hours

Building Open for Classes		
Monday – Thursday		7:45AM – 9:00PM
Friday		7:45AM – 3:30PM
Saturday		7:45AM – 12:30PM
Campus Bookstore	Room 5110	<i>Subject to Change</i>
Bookstore Open 1 st week of semester ONLY		<i>*Please call Student Services for specific hours</i>
Counselor		
Monday – Friday		<i>*Please call Student Services to schedule an appointment</i>
Health Services	Room 5108	
Monday		10:30AM- 2:30PM
Tuesday		10:30AM- 2:30PM
IT Department	Room 5202	
Monday – Thursday		7:45AM – 4:00PM
Friday		7:45AM – 3:30PM
Computer Lab	Room 5203	
Monday – Thursday		7:45AM – 9:00PM
Friday		7:45AM – 3:30PM
Saturday		7:30AM – 12:30PM
Library Services	Room 5105	
Monday & Tuesday		2:30PM – 6:00PM
Wednesday & Thursday		9:00AM – 12:00PM
Student Services	Room 5100	
Monday – Thursday		7:45AM – 6:45PM
Friday		7:45AM – 3:30PM
Saturday		7:45AM – 12:30PM



Tutoring Services

Room 5105

English/ESL/Writing

Tuesday & Wednesday

10:00AM-3:00PM

Family Studies

Tuesday & Thursday

TBD

Math Tutor

Monday & Wednesday

11:00AM-4:00PM

9:00AM-2:00PM

Open Computer Lab

Room 5203

Monday- Thursday

7:45AM-9:00PM

Friday

7:45AM-3:30PM



Important Numbers

Dial **619-216-6790 + extension**. Any extension beginning with a six (6) you can dial directly.

Name	Extension	Room
Administrative/Instructional Office <ul style="list-style-type: none"> ▪ Patricia B. Bartow, Interim Director ▪ Corina Elizarraras, Higher Education Center Coordinator ▪ Vacant, Clerical Assistant II 	6795 6793	5101
Counseling Services <ul style="list-style-type: none"> ▪ Osvaldo Amezcua, Counselor ▪ Lisa Rodriguez, Counselor 	4913 4914	5100-C 5100-D
Health Services <ul style="list-style-type: none"> ▪ Campus Nurse 	4855	5108
IT Department <ul style="list-style-type: none"> ▪ Rommel Vazquez, Instructional Lab Technician Microcomputer ▪ Fernando Lopez, Instructional Lab Assistant II 	4911	5202
Library Services <ul style="list-style-type: none"> ▪ Campus Librarian 	4907	5105
Student Services <ul style="list-style-type: none"> ▪ Andre L Harris, Interim Center Supervisor ▪ Nancy McKenzie, Education Center Technician ▪ Jazmin Velazquez, Education Center Technician ▪ Martha Becerra, Education Center Technician 	6792 4902 4903 4901	5100

Note: In case of an emergency, please contact the HECSY, Director, Coordinator, or Supervisor.

EMERGENCY	Phone Number
Emergency	911
San Diego Police Department	619-424-0400
San Diego Fire Department	619-553-4400



HEC, SY Parking Rules and Regulations

The Higher Education Center parking and traffic is supervised by the Southwestern College Police Department and Public Safety Assistants. The following rules and regulations pertain to all students, staff and public. A copy of the college parking policy is available in the Business and Operations office, Main Campus, Room 1651.

All regulatory signs within the parking structure must be obeyed. Violators will be cited under California Vehicle Code Section 21113(a).

- Student Parking is allowed in white marked spaces only.
- Except in disabled parking spaces, all vehicles must have a valid college-parking permit, properly displayed, while parked in the parking structure. Vehicles parked in disabled person spaces must display state-issued disabled person identification at all times.
- Staff parking spaces are located adjacent to the HECSY, students are prohibited to park in Staff parking spaces.
- Student parking spaces are located across the street from the HECSY and require a valid student semester parking permit or a single day parking permit, Monday through Thursday from 7:00 a.m. to 10:00 p.m., Friday 7:00 a.m. to 4:00 p.m., and Saturday from 7:00 a.m. to 12:00 p.m. Single day permits, valid the date of issuance, are available for \$3.00 from the permit dispenser located on the second level of the structure next to the elevator.
- Purchase of a parking permit does **NOT** guarantee a parking space. The responsibility for finding a legal parking space rests with the operator of the vehicle. Lack of space is not an excuse for illegal parking.
- Southwestern College is not responsible for lost or stolen permits. Replacement permits may be purchased in the Higher Education Center Student Services, Room 5100.
- Special permits may be issued on a case-by-case basis. Such permits must be displayed on the dash, face up.
- Parking or loitering on campus after 10:00 p.m. or after special events is prohibited.



Police and Safety

Higher Education Center at San Ysidro (HEC, SY):

At the HEC, SY, police services are provided by the San Diego Police Department. There are no college police officers assigned full-time on the premises. Public safety assistants are assigned to provide escort service and parking control and vehicle assistance.

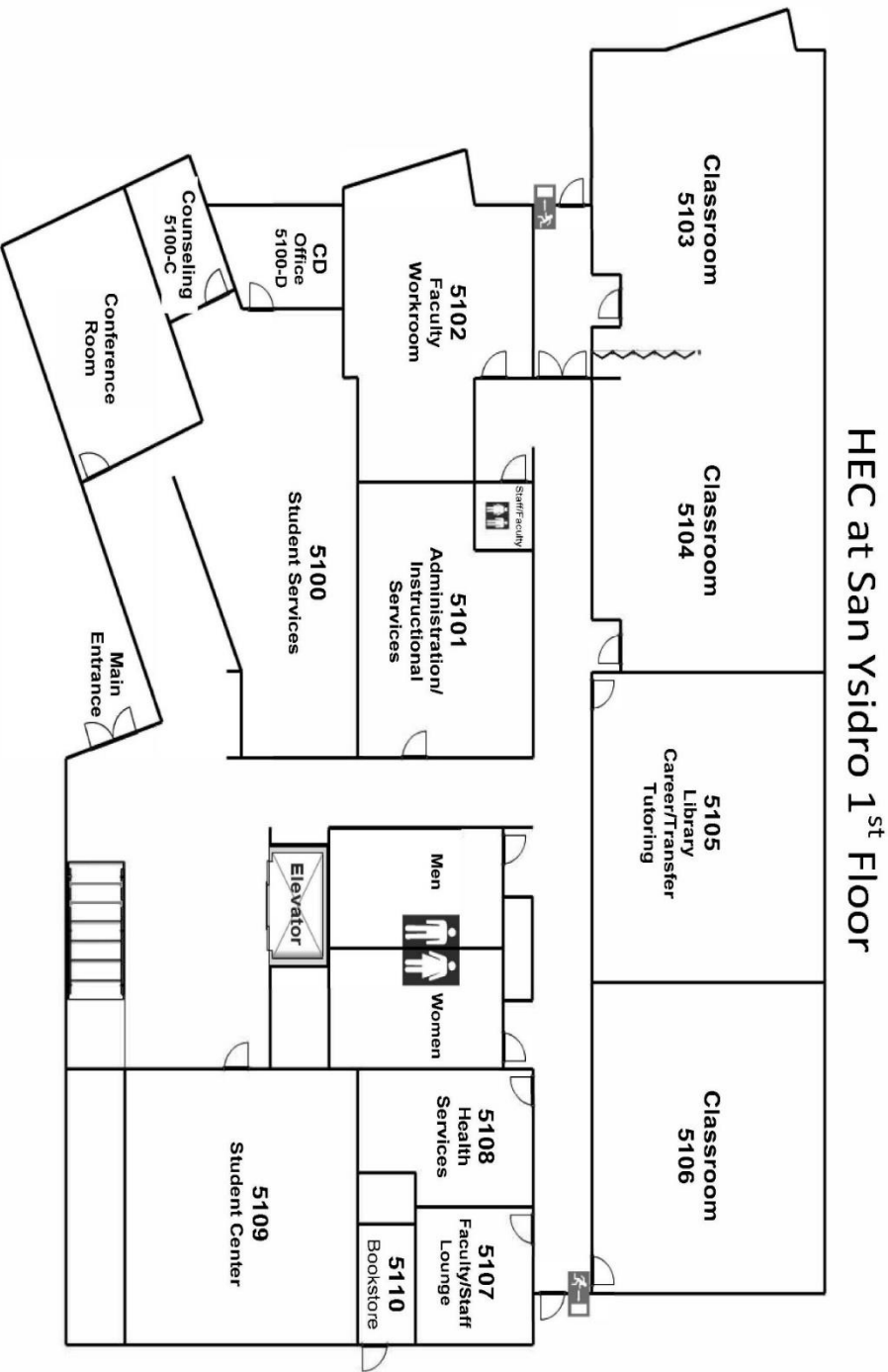
The San Diego Police Department investigates crimes and provides services to the HEC, SY. Dial 911 for emergency services. Please alert the Center Administrator at 619-216-6792 or the College Police Department at the Chula Vista campus at 619-482-6380 of all incidents and reports.

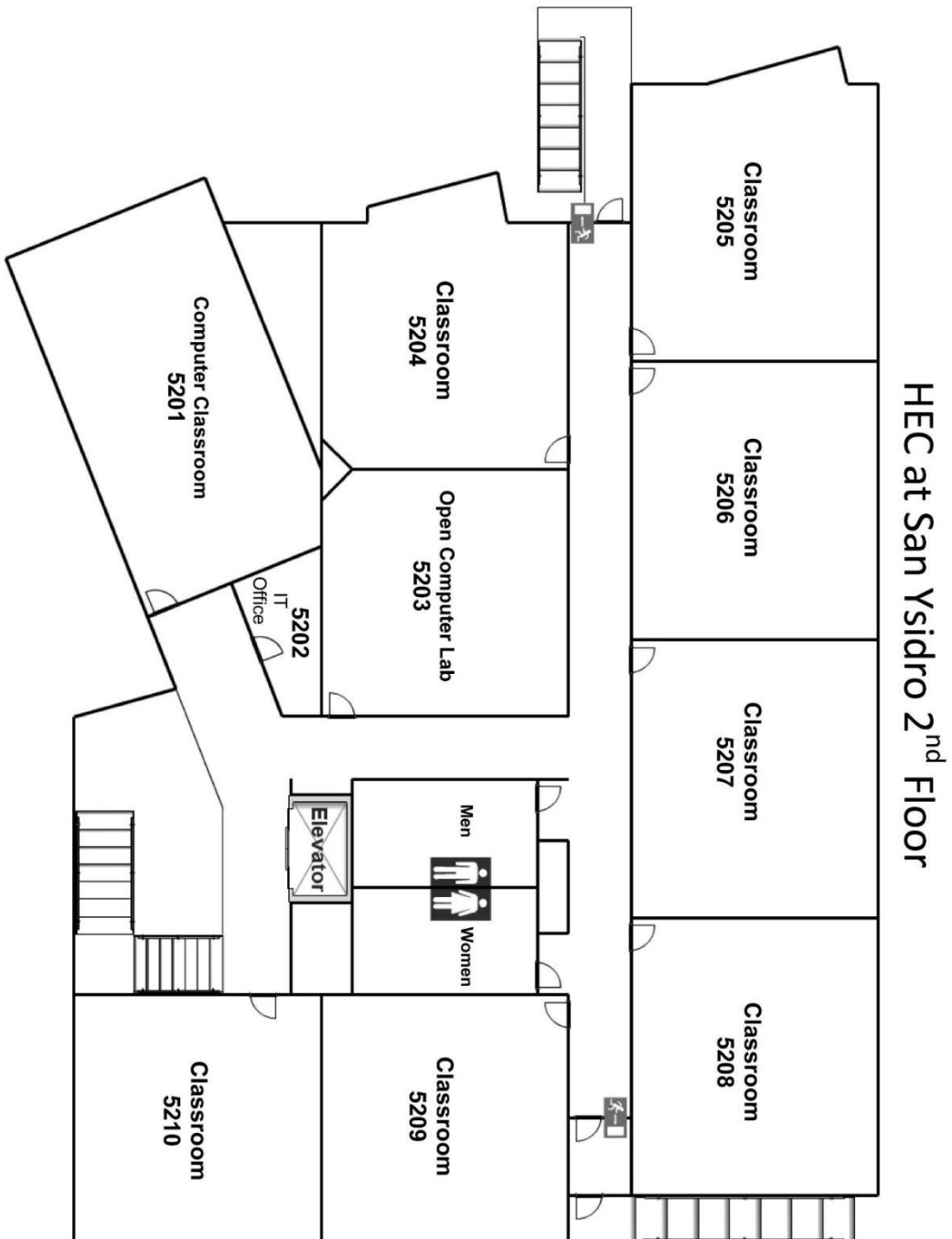
No Smoking Policy

Smoking is prohibited.



Building Map



Second Floor

City Map and Directions



<p>From 900 Otay Lakes Road Chula Vista, CA 91910-7299</p>	<p>From I-5 Going South</p>
<ul style="list-style-type: none"> • Turn RIGHT onto OTAY LAKES RD. • Continue Straight onto LA MEDIA RD. • Use RIGHT 2 lanes onto OLYMPIC PARKWAY. • Keep LEFT at the fork in the ramp. • Use LEFT 2 lanes; merge onto I-805 S. • Take 1B Exit for SAN YSIDRO BLVD. • Turn RIGHT on SAN YSIDRO BLVD. • Turn LEFT into parking lot located off of SAN YSIDRO BLVD. 	<ul style="list-style-type: none"> • Take I-5 South to the DAIRY MART RD exit. • Turn LEFT onto DAIRY MART RD. • Turn RIGHT onto SAN YSIDRO BLVD. • Turn RIGHT into parking lot located off of SAN YSIDRO BLVD. <p>From Mexico Boarder - Going North I-5</p> <ul style="list-style-type: none"> • Take I-5 North to the DAIRY MART RD exit. • Turn RIGHT onto SAN YSIDRO BLVD. • Turn RIGHT into parking lot located off of SAN YSIDRO BLVD.



Eatery and Locations

Name	Phone Number
Robertacos <ul style="list-style-type: none"> ▪ 492 W San Ysidro Blvd. 	619-690-6814
El Jalapeño Taco Shop <ul style="list-style-type: none"> ▪ 482 W San Ysidro Blvd. 	619-662-1747
Jack in the Box <ul style="list-style-type: none"> ▪ 402 W San Ysidro Blvd. 	619-428-0731
Zappy Pizza <ul style="list-style-type: none"> ▪ 416 W San Ysidro Blvd. 	619-690-9232
Subway <ul style="list-style-type: none"> ▪ 416 W San Ysidro Blvd. 	619-428-1716
Tropi Frutas <ul style="list-style-type: none"> ▪ 342 W San Ysidro Blvd. 	619-662-0602
Smart & Final Extra! <ul style="list-style-type: none"> ▪ 350 W San Ysidro Blvd. 	619-428-1545
7-Eleven <ul style="list-style-type: none"> ▪ 191 W San Ysidro Blvd. 	619-428-4990



Schools and Departments Contact List

Main Campus Phone Number 619-421-6700

FREQUENTLY CALLED NUMBERS

AREA CODE 619

Academic Success Center 482-6348	School of Arts and Communication 482-6372
Adjunct Faculty Voicemail 482-6565	School Continuing Education, Economic and Workforce Development 482-6479
Admissions 482-6550	School of Counseling and Personal Development 482-6471
Associated Student Organization (ASO) 482-6443	School of Health, Exercise Science, Athletics and Applied Technology 216-6626
Assessment Center (Placement Testing) 482-6385	School of Language and Literature 482-6461
Athletics 482-6370	School of Mathematics, Science, and Engineering 482-6459
Basic Police Academy 482-6462	School of Social Sciences, Business and Humanities 482-6582
Bookstore 482-6416	Security 482-6380
Cafeteria 482-6359	Student Accounts 482-6307
Career Center 421-6700, ext. 5247	Student Activities 482-6568
Cashier's Office 482-6307	Student Employment Services 482-6356
Center for Technical Education and Career Success (CTECS) 421-6700, ext. 5805	Student Newspaper (Southwestern Sun) 482-6368
College Police 482-6380	Superintendent/President 482-6301
College Police Emergency 216-6691	Tennis Courts and Tennis Center 421-6622
Communications, Community and Governmental Relations 482-6304	Theatre Box Office 482-6367
Continuing Education 482-6376	Transfer Center 482-6472
Counseling Center 421-6700, ext. 5240	Veterans 482-6324
Disability Support Services 482-6512	Women's Resource Center 421-6700, ext. 5625
Emergency 216-6691	
Evaluations 482-6326	
Evening Administrator 216-6640	
Extended Opportunities Programs and Services (EOPS) 482-6456	
Facilities Use 482-6319	
Financial Aid 482-6357	
Fiscal Services 482-6312	
Grade Information 482-6550	
Health Services 482-6354	
Higher Education Center at National City 216-6665	
Higher Education Center at Otay Mesa 216-6750	
Higher Education Center at San Ysidro 216-6790	
Instructional Support Services 482-6442	
Learning Resource Center (Library) 482-6397	
Nurse (Campus) 482-6354	
Nursing Programs/Courses 482-6352	
Online Learning Center 482-6595	
Outreach 482-6518	
Prerequisite Review 216-6659	
Registration Information 482-6550	
Student Support Programs 482-6471	