



## Student Equity and Success Committee Minutes

September 19, 2011  
2:00-3:30

<b>Attendees:</b>	<b>Dan Sanidad, Daniel Peck, Rita Grogan, John Nakahama, Erin Fishman, Alicia Martinez, Bianka Giardino, Liz Pelayo</b>
<b>Guests:</b>	

<b>Agenda Items:</b>			
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Topic	Topic Lead	Time	Meeting Summary
Welcome and Introductions	Sanidad	10:00	Dan S. welcomed folks to the meeting.
Overview of Committee Purpose	Sanidad / Peck	10:00	Dan S. and Daniel P. provided an overview of the committee and its history. It was noted that this committee is a combination of three former committees: Student Equity, Matriculation, and Student Success. This committee's focus is to shift towards the oversight of Student Equity/Matriculation plans—including revision, monitoring, evaluation, and communication with other groups to fully implement the plan and achieve plan goals. Review of student equity, matriculation, and ARCC data will become part of the plan activities. Review for Title V compliance will also be part of the plan. Recommendations on policy or procedural changes will go to Student Services Council, Instructional and/or the Educational Council.
Draft Committee Charge	Sanidad / Peck	20:00	The committee reviewed the existing charge, which describes the committee focus on student equity, completion and retention, and student engagement. The committee charge was re-approved with one change (changing "Such a review will lead to recommendations..." to "Such a review may lead to recommendations...").
Committee Membership	Sanidad / Peck	10:00	Committee membership was reviewed for both positions and persons in the positions. Liz Pelayo is a new member on the committee. Kelvin Tran, Rita Grogan, and Eric Smith are rotating off the committee. Suggestions on new representatives for A&R and Outreach were discussed. The committee approved adding an additional member representing the Federal AANAPISI Grant to provide linkage and integrate related planning activities.
Linkage with AANAPISI	Peck / Bowels	10:00	The committee agreed that linkage with the AANAPISI grant would be beneficial.

Identification of Goals	Peck	15:00	The committee discussed and approved the creation of a new Student Equity Plan should be the primary goal for the Academic Year. There was discussion that this plan would identify additional goals and lead to communication with the greater college on implementation strategies. Thus the goal is to 1) create the plan, 2) begin the discussions with other college entities for implementation and 3) identify the timeline and mechanism for ongoing evaluation. An additional agenda item for discussion related to findings from a prerequisite task force was set for November 14 <sup>th</sup> but not formalized as a goal. Rita Grogan noted that we should be careful not to overload ourselves with too many goals in a short period of time but instead identify realistic, achievable goals—the committee as a whole concurred.
Meeting Calendar	Sanidad / Peck	15:00	Discussion; approval to move meeting times from 1.5 hours once a month to 1 hour every two weeks, meeting Mondays from 2:15 to 3:15. The next meeting will be on Monday October 3. Review of "draft" calendar for the year to meet goal of creation of new Plan.

<b>Meeting Summary or Take Away:</b>	
1.	Daniel P. to draft meeting minutes.
2.	Dan S. to contact Senates for approval of new members.
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