



**Student Preparation and Success Council – Meeting Minutes**  
**October 19, 2015**  
**9C- Student Life Council Room**

**Members**

- |   |  |   |  |   |
|---|--|---|--|---|
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji (Co-Chair) | <input type="checkbox"/> Jeff Archibald (Co-Chair) | <input checked="" type="checkbox"/> Dan Smith     | <input checked="" type="checkbox"/> Tom Mauch        | <input checked="" type="checkbox"/> George Bradshaw |
| <input checked="" type="checkbox"/> Matt Judd                       | <input checked="" type="checkbox"/> Jim Ocampo     | <input checked="" type="checkbox"/> LeAnn Garrett | <input checked="" type="checkbox"/> Barbara Gonzales |   |
| <input checked="" type="checkbox"/> Linda Diaz                      | <input checked="" type="checkbox"/> Luisa Howell   | <input checked="" type="checkbox"/> Bruce Nixon   | <input checked="" type="checkbox"/> Randy Wilson     |   |
| <input checked="" type="checkbox"/> Corey Case, Student Rep         | <input type="checkbox"/> Vacant, Student Rep       | <input type="checkbox"/> Vacant, Student Rep      |  |   |

Guest: Lucy De Leon, SSSP Project/Program Coordinator.

<u>Item</u>	<u>Agenda Topic</u>	<u>Status</u>	<u>Meeting Outcome</u>
1.0	Review Agenda & Minutes from June 1 <sup>st</sup> and Oct 5 <sup>th</sup> meeting.	The Council reviewed the following minutes: 6/1/2015  10/5/2015	<b>Action:</b> To approve the minutes as is. <b>Motioned moved by:</b> Linda Diaz <b>Motioned 2nd by:</b> Bruce Nixon <b>Approved:</b> Unanimously  <b>Action:</b> To approve the minutes as is. <b>Motioned moved by:</b> Linda Diaz <b>Motioned 2nd by:</b> Luisa Howell <b>Approved:</b> Unanimously
2.0	Multiple Measures - Jim		Tabled to the next meeting on November 2, 2015.
3.0	<b><u>Reports from Committees</u></b>		
a.	Student Equity - Minutes: 9/14/15	The Council reviewed the minutes and the following was reported:	<b>Action:</b> To accept committee's minutes as is.



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		<ul style="list-style-type: none"> <li>• 2015-16 Student Equity Plan</li> <li>• The new plan requires community input.</li> <li>• Committee discussed the challenges of appointing a community member to the committee.</li> <li>• The committee agreed to create a core writing team that consist of Liza Becker, Don Sciore, Marcell Gilmore, Jeff Archibald, and Audrey Yamagata-Noji.</li> <li>• The timeline was discussed</li> </ul>	<b>Approved:</b> Unanimously
b.	SSSP Advisory - Minutes: 6/10/15 & 9/9/2015	The Council reviewed the minutes and discussed Common Assessment.	<b>Action:</b> To accept committee's minutes as is. <b>Approved:</b> Unanimously  <b>Recommendation:</b> To invite Michelle Sampat and David Beydler to give an update on Common Assessment.
c.	Basic Skills		No minutes
4.0	2014 – 2015 Year End Accomplishments	The Year End Accomplishments were distributed to the Council.	Informational
5.0	<b><u>Updates</u></b>		
a.	SSSP 2015-16 Plan - Jeff/Dan	Dan reported that the SSSP Plan was reviewed by the Academic Senate Executive Board and forward to the full Senate for review and approval.	Informational
b.	Student Equity 2015-16 Plan– Audrey/Carolyn	See 3.a – Student Equity Minutes from 9/14/2015	Informational
6.0	<b><u>New Items</u></b>		



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<u>Item</u>	<u>Agenda Topic</u>	<u>Status</u>	<u>Meeting Outcome</u>
a.	2015-2016 Catalog Timeline - George Bradshaw	The Council reviewed the timeline. The following was discussed: <ul style="list-style-type: none"> <li>• There is no formal process</li> <li>• How to initiate changes to the catalog?</li> <li>• Who is the individual responsible to receive the changes?</li> <li>• How are the changes to the catalog being tracked?</li> <li>• How are the changes authorized?</li> <li>• Are the AP's and BP's updated when there are changes made to the catalog?</li> </ul>	Informational  <b>Recommendation:</b> To invite Joumana McGowan to a future meeting to discuss the catalog timeline.
b.	BP 5010: Admissions		Tabled to the next meeting on November 2, 2015.
c.	AP 5040: Student Records, Directory, and Privacy Information		Tabled to the next meeting on November 2, 2015.
d.	AP 5071: Student Leave of Absence		Tabled to the next meeting on November 2, 2015.
e.	AP 5075: Course Adds and Drops		Tabled to the next meeting on November 2, 2015.
7.0	Next meeting: 11/2/2015 <ul style="list-style-type: none"> <li>• Multiple Measures – Jim</li> <li>• BP 5010: Admissions</li> <li>• AP 5040: Student Records, Directory, and Privacy Information</li> <li>• AP 5071: Student Leave of Absence</li> <li>• AP 5075: Course Adds and Drops</li> </ul>		