**Student Success Committee Minutes**

April 1, 2015  
12:10-1:30pm  
G1-301a

*In attendance:* Arenas, R., Allerson, A., Cavanaugh, J., Ochoa, V., Rivera-Figueroa, A., Rudametkin, L.

*Guests:* Nielsen, N., Panchal, M., Spangler, S., Xie. M.

A. **Approval of Agenda:** Approved by committee by consensus with an addition to discuss Susan Spangler’s trip to HTCC (Honors Research Conference).

B. **Approval of March 4, 2015 Minutes:** Will be reviewed at the next SSC meeting.

C. **Honors Research Conference:** Susanne Spangler reports that she attended the HTCC on March 28th and shares that student’s won achievement awards and scholarships for creating papers and posters. Students were asked about their topics and research procedures. She has provided the committee with a list of papers that were presented. Two students from English won a scholarship achievement award and one student from psychology won for her poster as third prize. Ten faculty members attended the conference including Dr. Carol Kozeracki (honors dean). There were a total of 390 presentations, 60 were posters, and coming from 31 different community colleges. She also includes that two of her current students will be attending next year’s conference. Honors budget was able to pay for entry but not for the transportation. One highlight from the conference was seeing former student, Karin Hermawan who won six years ago is now attending UC Irvine for her doctrine in Economics. S. Spangler will contact new PR, Alejandro Guzman to share this wonderful news with the campus.

D. **Action Items:**
   
   a. **Purpose, October 1 revision, approved by SSC, and includes “instructional services” to satisfy the Senate:** Will be discussed at the next SSC meeting.
   
   b. **Membership, October 1 revision, approved by SSC, and includes additional membership as requested by other committees:** R. Arenas has some suggestions for the roles of the committee. L. Rudametkin questions what committees or bylaws interact with SSC? R. Arenas answers back stating we need our SP members attending this committee and perhaps gathering plans from OIE to review which plans need funding. This committee can be a forum for looking back at improvement plans that affect basic skills and provide feedback. Next meeting, SSC will work on being a working committee and report on what’s current. Also, reviewing proposed plans from units that have supporting data from OIE and helping those plans reach a funding source. Membership should include three SP coordinators to support student services along with the dean to be the equity coordinator. R. Arenas will get two unfunded plans from Amanda Ryan-Romo that she believes are viable and SSC will start looking over them.
   
   c. **Other Bylaws, from the old days...this is what we need to clean up:** Bylaws have not been able to be voted on due to not making quorum. R. Arenas asks the committee what can we do as a committee to those members who don’t attend the SSC meetings. S. Allerson suggests if you do not make it to two meetings they will get an email to say who can take their place. L. Rudametkin adds that the change of co-chairs has changed the attendance of the SSC. R. Arenas states that one possibility can be that a member can lose voting privileges and that will reduce the quorum but can build on something where they can get privileges back. V. Ochoa brings up the issue where maybe the time interferes with faculty attending the meeting. Time has been discussed as an issue for members attending the meeting. In
conclusion, if you cannot attend the meeting the committee would like to ask for an alternate. If you miss two meetings in a row, you will be removed from the membership list. Quorum as of now, is seventeen. One thing this committee will work on is getting the agenda out before the meeting. We will also add that any faculty attending a meeting/conference to please have a report on events.

E. Items from the floor: R. Arenas has officially stepped down as co-chair of the SSC. He has announced his new position as Dean of Institutional Advancement.

Next SSC meeting: June 3, 2015