Members present: Rick Cantora, Dr. Frank Chong, Ann Fontanella, Kristin Hershbell, Josephine Loo, Sharon Nunley, Lisa Romano

Guests present: Dean Larry Klein

Members absent: Dr. Henry Augustine, Nick Chang, Dr. Ann Clark, Ophelia Clark, and Debra Porter

1. Introduction of new members

New members Ann Fontanella and Josephine Loo were welcomed to the committee and presented with a brief overview of what the committee has been doing and tasks to be completed this Spring.

2. Scholarship Office Update (Dean Larry Klein)

Dean Larry Klein (Special Projects) gave the committee an overview of the Scholarship office. There was an approval to hire a 21 hour faculty position but due to the budget situation that has been on hold. Currently the scholarship office is staffed by one 30 hour classified staff and two 15 hour student workers. Office hours are Monday through Friday from 8:30-3:30. The scholarship office has just completed the Spring semester Scholarship list. The scholarship list is published every semester but generally the Spring list is much larger than the Fall list.

A series of informational workshops will be offered to assist students with applying for scholarships. Flyers have been developed and are being distributed throughout the campus.

There is a scholarship committee that meets twice a semester. Membership is unlimited. Three committee members are recruited each semester to serve as readers for the scholarship applications. Recruitment of readers is a difficult task and Dean Klein often finds himself having to ask the same individuals to participate.

Some concerns regarding the scholarship office include: lack of adequate staffing for the amount of work involved in running the office, lack of appropriate space, need to have better visibility on campus, need to increase resources to be able to offer more scholarships, and need for better outreach and publicity.
After some discussion the committee has agreed to come up with some recommendations to support and/or address these concerns. Rick Cantora will prepare a draft for the next meeting.


Lisa Romano requested that the meeting dates be changed back to Thursdays as it has been in the past. Proposed meeting dates are as follows:

Wed. 2/26
Thurs 3/13
Thurs 4/10
Thurs 5/8

Meeting time will be from 3-5 pm. Please email Kristin Hershbell and Lisa Romano to confirm dates. Jorge Bell will be invited in Feb to speak on Financial Aid and Rod Santos will be invited in March to speak on Graduation.

4. ESS recommendations

The committee will continue to review and move forward to the Academic Senate the following ESS recommendations: CLL2, EMT 10, SO 5