Student Preparation/Success Meeting Minutes  
Co-Chairs: Kristin Hershbell and Lisa Romano  
April 10, 2003

Members present: Rick Cantora, Dr. Ann Clark, Ophelia Clark, Ann Fontanella, Kristin Hershbell, and Lisa Romano

Members absent: Dr. Henry Augustine, Nick Chang, Dr. Frank Chong, Carol Hudson, Josephine Loo, Sharon Nunley, and Debra Porter

The meeting called to order at 3:27 p.m.

1. Minutes for March 13 meeting were reviewed with the following corrections:
   - The comma following the colon after members present needs to be deleted.
   - Item 2: The A in academic and S in senate (reference to the agenda) needs to be capitalized.
   - Item 4: Second line concerns should be spelled with a lower case “c”.

   Approval of the March 13 minutes will take place at the May 8 meeting.

2. The committee made a second review of the draft recommendations for the Scholarship Office. It was also suggested that Kristin Hershbell invite the co-chairs of the Scholarship Committee to come to a meeting to discuss the draft. It will also give committee members an opportunity to talk with the co-chairs to get an update on how the committee is doing and how Student Prep/Success can provide any support, if needed.

3. Lisa Romano reported that the Academic Senate had some concerns regarding some of the ESS recommendations that were forwarded and as a result are being tabled (at the Academic Senate) until further information could be gathered.

4. The committee has decided to draft a memo to Chancellor Day regarding the status of an October 17, 2001 letter to him written by Dean Frank Chong pertaining to recommendations for handling the Student Complaint process.

The meeting was adjourned at 4:55 PM.