Student Preparation/Success Meeting Minutes  
Co-Chairs: Kristin Hershbell and Lisa Romano  
May 8, 2003

Members present: Rick Cantora, Ann Fontanella, Kristin Hershbell, Josephine Loo, and Sharon Nunley

Members absent: Dr. Henry Augustine, Nick Chang, Dr. Frank Chong, Dr. Ann Clark, Ophelia Clark, Carol Hudson, Debra Porter, and Lisa Romano

Guest: Jack Sparks, Co-Chair of Scholarship Committee

The meeting called to order at 3:30 p.m.

1. Approval of March 13 and April 10 minutes tabled until quorum is present (in September)

2. The committee agreed that the summary of our concerns regarding ESS Recommendation EMT10 was sufficient; did not vote given lack of quorum.

3. Reviewed status of student complaint memo; Rick Cantora spoke with Associated Students and encouraged them to write memo requesting more information about the current status. Need to follow up with Associated Students. Kristin Hershbell agreed to investigate this during the summer (will write memo to Dr. Day to determine individual now in charge, etc.) and will work with Lisa Romano to move this forward.

4. Determined that first meeting of 2003-04 would occur on September 18, 2003 (note: this date was later amended to September 25 via email to all Committee members). Postponed scheduling of remaining fall meetings.

5. Reviewed memo regarding Scholarship Office concerns with input from Jack Sparks (and Anna-Marie Bratton in absentia). Jack was in favor of recommendations. Still need to seek input from Joan Vitorelo, Carol Heard, Cynthia Obenchain and Suzanne Lo; Josie Loo agreed to follow up with these individuals (needs to get copy of memo from Kristin Hershbell by email once she revises it) and to inquire about Elaine Mannon’s (sp?) level of staffing when she worked for the Scholarship Office. Concerns were raised about whether it would be too elitest to require that staffing be filled only by faculty. Rick Cantora had emailed Larry Klein for feedback but had not heard from him and was going to alert Don Griffin and Jorge Bell to potential budget implications of the memo.

6. In terms of other business, those present suggested that we consider the following in the coming year:
   - Issues regarding getting students on financial aid (e.g., need to identify and address cultural issues)
   - Student Complaints

The meeting was adjourned at 5:00 p.m.