



## **Student Success Standing Committee Meeting MINUTES**

**Tuesday, October 1, 2019 | 1:30 PM – 3 PM | President's Conference Room**

**Committee Co-Chairs:** Michaela Mares-Tamayo and Shelagh Rose

**Present:** Armando Duran, Carlos Altamirano, Carol Calandra, Christopher West, Cristina Salazar-Romo, Dan Huynh, Dionne Shelton, Isela Ocegueda, Jason Robinson, Liliana Martinez-Kaufman, Linda Hintzman, Margaret Boles, Myriam Altounji, Richshell Allen, Samantha Molina, Shelagh Rose, David Ramirez, Leandro Orozco, Dootsdeemalachanok Thonthiraj

**Absent:** Akilah Brown, Carrie Starbird, Isela Ocegueda, Michaela Mares-Tamayo, Natalie Russell

**Minutes Issued By:** Natalie Pacheco

### **I. Agenda Item #1: Opening/ Minutes Approval**

- a. Review and approval of meeting notes from September 17, 2019.
  - i. Motion to approve: L. Hintzman. Second: C. Altamirano. No abstentions. Approved.

### **II. Agenda Item #2: Discussing and Development**

- a. **Guiding Questions for Reviewing AP's through an Equity-Minded Lens**
  - i. S. Rose informed the committee about the revision process of Board Policies (BPs) and Administrative Procedures (APs). The college follows these policies and procedures. The Student Success Committee is charged with creating guidelines that help revisers review them through an equity lens.
  - ii. Committee members participated in an activity where they broke out in groups and thought of general equity-minded questions for AP 4225. After some time, they regrouped and shared their ideas and key points discussed.

### **III. Announcements**

- a. The next meeting will take place on October 15<sup>th</sup> in the President's Conference Room.

### **IV. Writing Center Field Trip**

- a. Rob Lee informed the committee of new workshops, hours, resources, and overall changes at the writing center in C-345.