

**Student Success Partnership  
Steering Committee Meeting  
April 26, 2011**

**Attendees:**

Jacquelyn Kilpatrick  
Jane Sweetland  
Marie Francois  
Kaia Tollefson  
Damien Pena  
Ginger Reyes

**Call to Order**

The meeting began at 12:00PM

**Approval of Minutes**

This was the first meeting of the Steering Committee. There were no minutes to approve.

**Reports from Task Forces**

There were no reports.

**Agenda Items**

1. The meeting was called as an informational gathering. Co-Leads Jane Sweetland and Jacquelyn Kilpatrick handed out copies of the “Student Success Partnership Charge” document, which describes the structure of the partnership and the duties of the participants. Other documents discussed include:
  - UGRD transfer GE completion tables
  - A Retention Management Planning document
  - CI’s Student Access, Retention, Success 5-Year Plan (2008-2013)
  - CI’s Student Access/Retention/Success-UPACC Strategic Initiative Document
  - “Retreat Resource Book” from the WASC Retreat on Student Success seminar held in Emeryville in February, 2011.
2. The committee discussed the charge, including the development of short-term task forces.
3. It was decided that the committee will meet again in May to discuss the topics and make-up of the first task-forces formed.

**Adjournment:**

The meeting was adjourned at 1:05 p.m.