

**Student Success Partnership
Steering Committee Meeting
July 27, 2011**

Attendees:

Jacquelyn Kilpatrick
Jane Sweetland
Damien Pena
Kaia Tollefson
Marie Francois
Carmen Delgado (Support)

Call to Order

The meeting began at 1:05PM

Approval of Minutes

The minutes from the previous meeting were approved.

Task Force Development

Jacquelyn Kilpatrick would like to have members assigned as soon as possible.

Task Force 4 (Students' Writing)

- Recruit: Mary Adler and Sean Anderson
- Check with Mary Adler first to find out what the program she is currently working with is offering
- Put off Task Force 4 for now

Task Force 2 (Transfer Level Advisement)

- Recruit: Monica Rivas, Susan Arias, Harley Baker(?), and Ana Rosa Duran

Task Force 3 (Research Student Fees)

- Recruit: Cindy Wyels, Sunshine Garcia, Veronica Palafox (student), and Dan Wakelee (Resource)
- Create an online handbook/FAQ
 - Question & Answers
 - Information for students about fees, affordability

Handouts from Jane Sweetland

- *Campus Template – Outcome Metrics*
- *Cumulative Retention/Graduation by Cohort*
- *Cumulative Retention/Graduation by Cohort and URM*

Adjournment:

The meeting was adjourned at 2:15 p.m.