MINUTES OF MEETING

Meeting was called to order by Celia Brockenbrough, Co-Chair.

In Attendance: Celia Brockenbrough, Tamara Caponetto, Judy Perhamus, Rene Diaz, Katherine Faircloth, Margarita Shirinian, Miguel Castro, John Coverdale, Jackie Tobin (Student), Tom vonWolfradt (Student).

Absent: Michael Angeles, Richard Ries & Susan Mazur-Stommen.

Overview of Agenda Items

A) Old Business:

1. Introductions: none required

2. Library Space: Rene Diaz reported on this. Discussion of his plan as presented to the Physical Resources Committee concerning space for the IMC department and equipment. Celia discussed her presentation to the Physical Resources Committee concerning use of the first floor of the library building. The committee discussed the lack of space available for studying and lack of rooms for tutoring. Celia noted the need for more computers for students and reported that the library is receiving 12 new computers shortly.

3. Update on Leadership Forum:
   The focus and goals of SPCs are:
   Increased Student Access
   Course Retention
   Successful Course Completion
   Student Persistence
   Improved Student Learning Outcomes
   Increasing the number of awards, certificates and transfers
   Improving the quality of the student experience
   Developing a comprehensive enrollment management program

4. Summary of Co-Chairs Meeting - The need to gather evidence to support our accreditation report for standard IIC was emphasized. Evidence includes, but is not limited to, minutes of meetings, surveys, e-mails, etc.

   The designated room for evidence is the inner office inside library room 115.
   Hierarchy and submissions of proposals.

5. Memorial for Wilfred J. Airey - John submitted websites for consideration. These websites advertised artists who paint portraits from photographs.

6. Remaining meetings: April 18, 2006
   May 21, 2006