



**Retention and Completion Committee
Meeting Minutes**

January 31, 2020 @ 1:00 p.m.

Shared Governance Suite

Attending: Estelle Garcia, Stephanie Carrillo, Sherry Goodyear, Cynthia Branch, Raymond Varela, Vanessa Torres, Tycie Jackson

I. Call Meeting to Order and Establish a Quorum

Quorum established meeting called to order @ 1:10 p.m.

II. Approval of Agenda

Sherry made motion with change Vanessa seconded it

III. Approval of Minutes from Last Meeting

Sherry made motion with changes Vanessa seconded it

IV. Informational/Discussion Items

1. Update from Stephanie on student event

Stephanie does not have a date yet. Want to push it to February 14, 2020. Questions for Mission Statement. More of a focus group not a survey. Trying to bring more student events. Popcorn and water for the students. Date to be determined. Questions were approved for the survey. Want the survey, popcorn, and water next Thursday February 6, 2020 at the game room.

2. Review and update retention survey

Dr. Patterson came and talked he has a new form, Assessment Continuous Quality Improvement form. Do not change the questions on survey. Stick with the same survey. 231 answered last survey. Want about the same numbers or more on this survey. Showed results after Maxine Salas did it. Talk to Briana Montano.

3. Review shared Governance subgroup operating

Basic rules to committee how bills will be worked out.

V. Action Items

VI. New or Follow-up Items for Next Meeting's Agenda

Talk about Stephanie's survey. Met with Briana about training.

VII. Next Meeting Scheduled -

Next Friday February 7, 2020

VIII. Adjournment of Meeting

Ray entered a motion to adjourn. Tycie made motion Sherry seconded it. Adjourned @2:07p.m.