



Retention and Completion Committee
Meeting Minutes
January 15, 2021
1:00 pm
Google Meets

Tycie Jackson, Estelle Garcia, Nathan Baker, Raymond Varela, Renee Maestas

I. Call Meeting to Order and Establish a Quorum

Quorum established meeting called to order at 1:09 pm

II. Approval of Agenda

Motion to approve agenda made by Nathan, second Ray. Motion carries.

III. Approval of Minutes from Last Meeting

Nathan second by Ray, motion carries.

IV. Informational/Discussion Items:

1. Determine Set Meeting Frequency/Time

Ten times per year. One time per month .Looking at 1:00 pm on second Friday of every month.

a)Shared Governance Article 4 Sec 4

Ask Vice President or the President to give us a right direction to see what we are doing.

It will be good to meet with a senior administrator. A charter is s guidance.

Responsibility tied to R&C it would be nice to have a little more guidance. Ray and

Sierra are the ones that wrote it. We need to go back to the bare bones. Bills are still

happening if any bills pertain to us, Shared Govenence should let us know so we can see

and talk about the bill. We can also create bills if we need to.

b)Tier 3 time slot

One o'clock within the tier. It will be @1:00pm set time second Friday of every month. Motion to approve Nathan second Ray. Motion carries.

2. R & C Committee Membership

a) Discuss current membership, changes to membership, potential membership

Chair- Tycie Jackson

Co-chair- Vacant

Secretary- Estelle Garcia

Members: Raymond Varela (past chair/Tutoring), Karen Wezwick (advisement), Vanessa Torres (Advisement), Sherry Goodyear (Faculty), Renee Maestas (Student Services), Nathan Baker (Faculty)

There should be a representative through each department. We allow thirteen members in our group. We need someone that is motivated and interested in the committee. Michael from financial aid used to come to the meetings. Admissions, Moses used to be a member. We can asked Angelica from admissions. We can reach out to athletics. We can invite Germaine Baca to come to the R&C meetings. Gene Sandoval would be a good one to ask .We can invite the coaches also.

Motion to invite new membership Nathan second Raymond.

V. Action Items

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

New membership, choose co-chair set an appointment with VP or the president in February, talk about Covid how it is impacting the students not having WIFI and technology. Look at charter to see what changed.

VII. Next Meeting Scheduled –

February 12, 2021 @ 1:00pm

VIII. Adjournment of Meeting

Nathan second by Raymond motion carries. Adjourned at 1:40 pm