



Retention and Completion Committee
Meeting Minutes
March 5, 2021 @ 1:00 pm
Google Meet

Estelle Garcia, Jessica Flores, Tycie Jackson, Vanessa Torres, Renee Maestas, Nathan Baker

I. Call Meeting to Order and Establish a Quorum

Quorum established meeting called to order @ 1:03 pm.

II. Approval of Agenda

III. Approval of Minutes from Last Meeting

IV. Informational/Discussion Items

1. Feedback from Pres/VP- Tycie

Maxine responded on the meeting we were supposed to have. Updated Maxine that we have nine members and Renee is the co-chair. Biggest issue is that students that cannot get a hold of their instructors. Maxine is supposed to address about that to the Academic letter ship meeting. Discuss ways to utilize the Ace Lab. Maxine said it was a good idea. Viewing the R&C Charter in April's meeting. Suppose to send it out to everyone to review. Do not have a digital copy, need to retype everything. Renee said that Janice would type up the charter. Maybe Raymond should have a digital copy of it. We will have to ask Raymond. We asked Dr. Patterson and Maxine about the budget R&C. Maxine said that there is not much left in the budget. They are not telling us everything about the budget for R&C. I think Patterson and Maxine do not want nothing to do with it. It seems like no one does not care about R&C since Dr. Rael was here. We need to know what is going on with the money. We have advisors, ace lab and a few adjuncts that are on the R&C budget. Advisors are important and needed. Vanessa and Tycie can talk to Maxine and hopefully get some answers .We can get advisors together and talk about it will Maxine and Dr. Patterson. R&C money will not go away; we just need proof how we are using it.

2. Tutoring Support Orientation- Raymond

Renee is working with Janice on setting up a Google Meets or zoom. They asked Larry, Michael from Financial Aid, Student Services, Registrar office, Ida and Raymond to help with the support orientation. We can also have tutors available. We are looking at March 18, 2021. We can put it on the website, Face book page so students can see it. Send it to students and everyone email. It is a great starting point. Want to see how many students will go on.

3. Retention and Completion Charter Review

First step if there is a digital copy if not we can re type them .Review it to see what has to be updated. The charter covers, empowers and supports us. Start with the charter first and then in May we will look at the retention plan.

V. Action Items

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

Changes to charter. Solid answer to R&C money. Discuss how orientation support tutor session went.

1. Changes to charter will be discussed

VII. Next Meeting Scheduled – April 9, 2021

VIII. Adjournment of Meeting -Adjourned at 1:40 pm.