Recommendation #5 Response Team Meeting Notes

Monday, April 16, 2012- 12 noon - IVC

Present: Nanda Schorske, Letta Hlavachek, Kristen Acredolo, Laurie Loeffler, Paul Rilla, Paulette Foster, Debra Thayer, Julie Oyle, Cecile Banks, Kristin Acredolo, Judy Morgan, Derek Wilson, Kathy Takemoto

Updates:
- Librarian John Erdman is addressing IVC library concerns. Old signage has been removed and new signs ordered. Letta mentioned that Carl Cox may have been able to order one of each textbook for all courses, and the IVC books can be added to the library.
- Administrators and managers are exploring how to expand services at IVC in Fall 2012.

Today’s Agenda and Discussion:
- **Handout 8**, “Standard II: Student Learning Programs and Services,” was distributed. This handout contains questions from the accreditation manual that are used at the site visits. All team members were asked to review on items related to Rec5 for discussion at the next meeting.
- **Handout 9**, “Recommendation 5 Team Suggestions,” was distributed. Additions suggested:
  - Need for marked visitor parking at Building 27, IVC, for those needing to see A&R, Counseling, or Financial Aid.
  - Ideas from meeting minutes will also be incorporated into this list
  - All team members were encouraged to go back to their departments and encourage all faculty and staff to participate in the brainstorming
  - An invitation to all IVC faculty and staff will be sent as well
- **Student Survey.** We discussed possible options to assist in information gathering.
- **Upcoming meetings:** Wednesday, April 25, 2012 at 12 noon and 5 pm at Kentfield. Monday, April 23, 12 noon at IVC. Meetings will continue through May 30th-Mondays noon at IVC and Wednesday noon at KTD.

Reminders:
- Continue to send in brainstorming ideas via email to Nanda Schorske.
- This team is responsible for developing solutions in response to Rec5 with a focus on IVC Student Services and Evening Student Services for the entire district.