

Matriculation Committee Minutes  
Thursday, March 27, 2014  
Prepared By: Gina Curasi, Matriculation Committee Co-Chair

All Matriculation Committee members were given a second draft of the SSSP plan to review. This second draft was inclusive of the comments and recommendations provided by the members at the initial draft reading. Each member read the plan and noted recommendations and corrections. All copies were then submitted to Dean Cota for final revision. Some of the comments and recommendations are listed below:

- The document needs to be re-formatted completely in an effort to adhere to the new template that was just sent to the Dean by the state.
- The budget needs to be re-formatted and augmented to meet the new template.
- A brief description explaining how SDEV courses meet general education requirements should be added.
- When describing the duties of the new SSSP Coordinator, faculty and classified duties should not be interchangeable. If the position is classified, all job duties need to be in accordance with the classified contract and not include faculty contractual duties.

In sum, the SSSP plan will be presented to Academic Senate at the mid-April meeting. The document will be sent to Algie Au, Interim Academic Senate President prior to the meeting so that it could be reviewed by Senate members in advance. Following final approval from Senate, the document will then be forwarded to College Council and ultimately the Board of Trustees.