LONG BEACH CITY COLLEGE  
STUDENT SUCCESS COMMITTEE MEETING MINUTES  
May 11, 2009  
2:00-4:00 p.m. – N-101

Members Present: Bobbi Villalobos, Shauna Hagemann, Hannah Alford, Eva Bagg, Ladera Barbee, Casey Crook, John Downey, Jordan Fabish, Emily Gehrman, Kenna Hillman, Ruby Icaro, Jannie Mackay, Mark Matsui, Donna Rafanello, Tom To

Members Absent: Lisa Goddard, Giselle Richards, Joan Rudolph

Guests: Helga Wild, Daniel Berumen,

Hand-Outs (also distributed via e-mail prior to meeting):
DSPS Proposal: Universal Design in Learning (M. Matsui)
DSPS Proposal: Appendix (M. Matsui)

Welcome (Shauna Hagemann)
Shauna welcomed and thanked members for attending. The review of previous minutes was called as the first order of business. After discussion, the minutes of April 6th, April 20th, April 27th, and May 5th were approved, with revisions.

Proposal: DSPS (Mark Matsui) (Refer to handouts)
Mark Matsui, Coordinator of DSPS, presented the Universal Design in Learning Proposal to the committee and then explained in more detail various points of the proposal.

Discussion on DSPS Proposal (Everyone)
- Committee members agreed to endorse the concept of this proposal.
- Committee members recommended this proposal be resubmitted after consultation with and additional input from Instructional Specialists, responsible deans and vice presidents and/or department heads.

Miscellaneous
- It was agreed that a steering committee be formed to guide and facilitate the proposal process through this committee. Hannah Alford, Eva Bagg and Bobbi Villalobos were asked to consider being members of this committee.
- It was suggested that a workshop be conducted on the proposal and presentation process. It was also recommended that guidelines and detailed instructions be added to the SSC website.
- Members are asked to e-mail Bobbi Villalobos and/or Shauna Hagemann over the summer with any ideas to improve this process.
**Miscellaneous**
Bobbi Villalobos announced that she and Shauna Hagemann presented a status report on the three proposals approved by this committee to the CPC on May 7, 2009.

The next meeting of the SSC will be held on Monday, August 24, 2009, from 2-4 p.m. in Room L-255.