I. MEETING CALLED TO ORDER
Dr. Vela called the meeting to order at 1:10PM.

II. INTRODUCTION OF NEW EMPLOYEE

<table>
<thead>
<tr>
<th>Name</th>
<th>Title of Position</th>
<th>Beginning Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Araceli Macias</td>
<td>Account Technician I (Fiscal Services)</td>
<td>5/3/07</td>
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III. APPROVAL OF MINUTES – May 7, 2007
Mr. Farmer made a motion to approve the May 7th minutes; Ms. Juarez seconded the motion. The minutes were approved as presented. Dr. Johnson abstained.

IV. REVIEW BOARD AGENDA – May 16, 2007
Dr. Vela briefly reviewed the May 16th Board Agenda and noted that there is an item on the agenda for consideration of approval of revising the capital outlay portion of the 2007-2008 Foreign Student Enrollment fee from $37 to $27 per unit. A state formula is followed to calculate the maximum amount that can be charged for the capital outlay fee and a district may charge less, but not more, than that allowed amount. After gathering information from local districts a recommendation has been made to lower this fee.

Dr. Vela also added that there will be a second reading and consideration of adoption of the first and second portions of Chapter 5 – Student Services Board Policies.

V. ITEMS FROM INSTITUTIONAL COMMITTEES

Dr. Johnson
Enrollment Management
This committee has been meeting regularly under the leadership of both Dr. Johnson and Mr. Farmer. Dr. Johnson distributed the draft Enrollment Management Plan 2007-2010 and stated that it is a working document that is being updated.
regularly and that feedback would be much appreciated from the Coordinating Committee members. The draft plan is broken down into five areas: Curriculum and Educational Programs; Marketing, Recruitment, and Outreach; Course and Room Scheduling; Student Services; and Student Success, Retention, and Persistence.

The draft plan will be distributed to various campus groups in the fall for additional feedback and will then be finalized.

Mr. Farmer acknowledged Dr. Nathan Durdella and the Research & Planning department for their exceptional work and assistance in gathering the data necessary for creating this draft plan.

Dr. Vela thanked Dr. Johnson and Mr. Farmer for their continuous hard work and dedication in creating this plan, noting that the development of the plan is a goal included in the college’s Strategic Plan. She also thanked Dr. Durdella for all of the data support and acknowledged all of the members of the Enrollment Management Committee for their efforts.

Ms. Nolan added that this draft plan is the result of a very solid process and that there was much input and discussion within the committee which was very critical and valuable.

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES – NONE

VII. STATUS OF SHARED GOVERNANCE

Board Policy & Procedures Review
Mr. Farmer led the committee in the review of Chapter 4 – Academic Affairs. After much discussion the committee members completed the review of BP 4030 – Academic Freedom, BP 4060 – Delineation of Functions Agreements, AP 4100 – Graduation Requirements for Degrees and Certificates of Achievement, AP 4102 – Career and Technical Programs, AP 4103 – Work Experience, BP 4110 – Honorary Degrees, BP 4225 – Course Repetition, BP 4230 – Grading Symbols, BP 4231 – Grade Practices and Grade Changes, AP 4231 – Grade Practices and Grade Changes, AP 4232 – Credit/No Credit, BP 4235 – Credit By Examination, AP 4235 – Credit By Examination, BP 4300 – Field Trips and Excursions and BP 4400 – Community Services.

After initial discussion it was determined that AP 4020 – Instructional Programs and Curriculum requires further clarification regarding the process for adding new courses and educational programs to the curriculum. This administrative procedure will be returned to the Coordinating Committee for further discussion on May 21st.

AP 4225 – Course Repetition will also be returned to the committee for further discussion after further clarification from Admissions & Records regarding how a student’s GPA is calculated when courses are repeated at the college and/or other colleges.
AP 4230 – Grading Symbols will be returned to the committee for further discussion regarding the history and use of the “FW” (withdrawal while failing) symbol on student transcripts.

After extensive discussion, revisions were made to AP 4105 – Distance Education and supplementary legal citations were added. Mr. Farmer noted that administrative procedures are subject to change and that any departments that may have questions and/or suggestions are welcome to forward their inquiries to his office for review.

VIII. PRESIDENT’S REPORT
Dr. Vela announced that the 50th Commencement ceremony was excellent and that the process seems to become more efficient with each passing year. Our Commencement speaker, Professor Manuel Lopez, did an outstanding job. There were approximately 700 graduating students and it was a wonderful indication of student success.

IX. REPORTS FROM COORDINATING COMMITTEE MEMBERS – NONE (due to constraints on time)

X. ADJOURNMENT
Meeting adjourned at 4:12PM.