

Academic Advisement Task Force
Meeting #2
March 6, 2013/3:30pm
SSA Conference Room
Meeting Minutes

I. Attendance: Start of Meeting: 3:30pm

Name	Signature	Name	Signature	Name	Signature
Patrick Clymer	✓	Rose Marie Nanpei	✓	Dean Gina Tudela	✓
Yvonne Flores	✓	Marsha Postrozny	✓	Assoc. Dean Karen Sablan	✓
John Jocson	✓	Patricia Terlaje	✓		

II. Task Force Meeting Highlights

- History of GCC Academic Advisement by Dr. K. Sablan.
- Presentation by P. Terlaje on NACADA Summer Institute she attended summer 2012.
- Acceptance of Co-Chair positions for Task Force – J. Jocson and R. Nanpei.

III. Discussion

- Task force priority – program mission, current advisement program, delivery of services to students, advisor training and advisement responsibilities.
- P. Clymer – Degreeworks Program. Grant due March 22, 2013 to purchase for Fall 2013 implementation.

IV. Assignment for next meeting:

- R. Nanpei will invite PDRC chair and chair elect to present on role of PDRC in advisement training for next meeting, March 14, 2013.
- Dr. K. Sablan volunteered to convert current advisor's handbook from PDF format to Word format to facilitate revision to align with current needs of the College. She will email to members once completed.

V. Adjournment – 4:30pm.

Next meeting Wednesday, March 13, 2013 at 3:30pm.