



Thursday, May 23, 2024 11:30AM

Room 3140, Warwick and WebEx <https://ccri.webex.com/meet/pbardsley>

MEMBERSHIP

- Yamel Chinchilla, Representative - Present
- Benson Arrigo, Representative - Present
- Kaylee Collins, Representative – Not Present
- Greg LaPointe, Ex-officio – Not Present
- Janet Vigorito, Ex-officio - Present
- Anna Battye, Ex-officio - Present
- Jo-Ann Albro, Ex-officio - Present
- Peter Bardsley, Guest

AGENDA

1. Roll Call
2. Nominations for Chair
3. Nominations for Secretary
4. Election of Chair and Secretary
5. Establishment regular meeting schedule

MINUTES

- **Roll Call**
Meeting commenced at 9:35
- **Nominations for Chair**
 - Nomination received for Ashley Casiano, Ashley Casiano self-nominated .
- **Nominations for Secretary**
 - Nomination received for Jo-Ann Albro and Janet Vigorito, by Yamel Chinchilla.
 - Janet Vigorito declined the nomination
 - Jo-Ann Albro accepted the nomination
- **Election of Chair and Secretary**
Voting to facilitated via [Microsoft Form](#)
The election was facilitated via Microsoft form and Ashley Casiano was elected Chair receiving five (5) votes, Jo-Ann Albro was elected secretary receiving five (5) votes.

Breakdown of votes

			Please submit your vote for	Please submit your vote for
Id	Completion time	Email	Chair	Secretary
1	5/30/24 9:39:21	anonymous	Ashley Casiano	Jo-Ann Albro
2	5/30/24 9:39:42	anonymous	Ashley Casiano	Jo-Ann Albro
3	5/30/24 9:40:14	anonymous	Ashley Casiano	Jo-Ann Albro
4	5/30/24 9:40:17	anonymous	Ashley Casiano	Jo-Ann Albro
5	5/30/24 9:40:24	anonymous	Ashley Casiano	Jo-Ann Albro



Staff Assembly

Student Success Committee

- **Student Success Committee Discussion**

- Peter Bardsley thanked everyone for joining and explained that the Student Success Committee is set up until September. The new Assembly members will be onboarding in June. Once those committee members are selected, they will join this committee and we will work together until September.
- Peter Bardsley said the agenda should be sent out before the meeting and posted on the staff assembly website. Minutes should be posted after the committee votes on them.
- Meeting minutes act as a historical record and show why decisions have been made. They also ensure transparency and build trust from the community.
- Yamel Chinchilla suggested Rachel Rogers be invited to Student Success Committee meetings as she has the faculty and faculty senate's point of view. Yamel also suggested that students be invited to the meeting.
- Anna Battye stated we could invite students in from advising that are student workers.
- Peter Bardsley stated the committee could invite anyone they wish as a guest. Emma Montague, Dean of Student Engagement was invited to today's meeting but was unable to make it.
- Peter Bardsley shared that the staff assembly elections went well. There are currently two vacant positions that will hopefully soon be filled.

- **Establishment of regular meeting schedule**

Next Student Success meeting is scheduled for Thursday, June 27th 1:00PM – 2:00PM.

Meeting adjourned at 9:54AM