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Meeting date **Nov. 20, 2020** | Time **11:30AM** | Meeting Held Via **Zoom**

Meeting called by	VC of Ed Services	<i>Attendees:</i> Catherine Suarez, Roland Belcher, Jamal Cooks, Billy Delos Santos Jr., Rachel Ugale, Matt Kritscher, Craig Kutil, Jennifer Aries, Miguel Colon, Jennifer Lange, Abby Patton, Arnold Paguio, Tamica Ward, William Garcia, Joshua Telles, Sarah Thompson, David Rodriguez, Stacy Thompson, Kristina Whalen, Theresa Fleischer Rowland and Estella Sanchez
Type of meeting	Ed Support Services (ESS)	
Co-Chairs	Theresa Fleischer Rowland, Craig Kutil, Rachel Ugale	
Note taker	Estella Sanchez	
Timekeeper	Theresa Fleischer Rowland	

## AGENDA TOPICS | MEETING COMMENCED AT 11:30

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Time allotted | **5 min** | Agenda topic **1.0 Welcome**

**Discussion** No discussion.

**Conclusion** Rachel Ugale called the meeting to order and welcomed all.

### Action items

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None noted

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Time allotted | **10 min** | Agenda topic **2.0 SCFF Presentation Walk-Thru**

**Discussion** No discussion.

**Conclusion** Theresa shared with the Committee what each SCFF presentation would consist of: project progress, project points and links, areas identified for help or problem solving and Google doc to be filled by the Committee.

### Action items

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None noted

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Time allotted | **20 min x 3** | Agenda topic **3.0 SCFF Project Consultation Sessions**

**Discussion** SCFF Presentations:

- Support for NC Instruction
- Rise College Classes in Santa Rita

**Conclusion** Miguel Colon presented on SCFF Project Support for Chabot's Non-Credit Instruction for Stacy Thompson. Kristina Whalen presented on Las Positas's Non-Credit Instruction for Anette Raichbart and Jamal Cooks presented on Rise College Classes in Santa Rita.

## Action items

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Committee to fill Google Doc in regards to each presentation.

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Time allotted | **20 min** | Agenda topic **4.0 Extended Grading Policy Changes for Spring 2021**

### Discussion

- Stacy Thompson mention to the Committee that she was told that the Executive order on grading policies was going to be extended prior to the deadline.  
- Matt Kritscher indicated that in ClassWeb we have this information: Extraordinary Withdrawals that you may withdraw from a Fall 2020 course due to COVID-19 by selecting the options provided and once the request is received by the college, the Extraordinary Withdrawal will be processed. A refund/credit will then be given for Enrollment and Nonresident fees.  
Matt mention that Fall requests were being accepted from 09/01/2020 through 12/18/2020 and that International students should check in with their respective college's International Students Program offices for guidance, Student Veterans should check in with their respective college's Veterans Resource Center or Veterans First Program for guidance, DSPS students should check with the Disability Resource Center for assistance and Las Positas Middle College students should check in with their respective college's Middle College Program offices for guidance.

### Conclusion

Stacy indicated that a notice (memo) regarding the extended deadline on grading policies will be sent out. Theresa expressed appreciation to the Committee for having discussion on the Spring Grading Policy changes.

## Action items

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Any future discussion on Grading Policy to take place in ESS.

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Time allotted | **20 min** | Agenda topic **5.0 AP 4101 Independent Study**

### Discussion

Theresa shared AP 4101 Independent Study to review with the Committee and indicated the language is incompliance.

### Conclusion

Committee reviewed AP 4101 and provided updated information to Theresa during ESS meeting.

## Action items

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AP 4101 Independent to be taken to Chancellors Council for First and Second Reading.

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Time allotted | **5 min** | Agenda topic **6.0 2020-21 ESS Meeting Dates**

**Discussion**      Matt Kritscher to present on SCFF project at February 19, 2021 meeting.

**Conclusion**      Members will send agenda additional items, if any, to Estella and Theresa.

**Action items**

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Members will send additional items, if any, for next ESS meeting

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**Meeting adjourned at 1:30**