Present: Edward Martinez, Lee Allard, Benito Pacheco, Ian Williamson, and Maria Sena

Zoom: Kimberly Blea

I. HLC Midpoint Roundtable Travel Discussion
   • Midpoint round table will be held on May 29-31, 2019 in Chicago, IL.
   • Fee payment includes the ability of five individuals to attend.
   • Provost office indicated that it was up to each individual to make his or her own travel arrangements.
   • Individuals mentioned during discussion for attending the midpoint roundtable include Kimberly Blea, Benito Pacheco, Thomasinia Ortiz-Gallegos, Ian Williamson, Leon Bustos, Keith Tucker, Sarah Corey-Rivas, Jesus Rivas, Rebecca Moore, and Peter Buchanan.
   • Edward indicated that Susan Wood and Susan Murphy were the mentors for P&CA.

II. P&C Academy Team Report
   • Report due in June
   • Committee needs to have a coaching model set to be able to report to P&CA.

III. Implementation of Coaching Model
   • A pilot program on the coaching model will be conducted by the Academic Support Office.
   • Members indicated that mid-term grades, Tutor Trac, early alert, and other measures can be used to track the student progress.
   • Office will need to set up baseline analysis including monitoring students on academic probation, their GPA, scholarship retainment, retention, graduation, and attempted vs earned.