**Present:**

Michael Carley, Anja Goebel, Jodie Logan, Catherine Hodges, Kendra Haney, Primavera Arvizu, Tiffany Haynes

**Absent:**

Joe Cascio, Esmeralda Rodriguez

1. **Call to Order**

Mr. Carley called the meeting to order at 2:04 pm.

1. **Approval of Agenda**

Motion made to approve the April 1, 2021 agenda.

**M/S/C:** Jodie Logan/Kendra Haney

1. **Approval of Minutes**

Motion made to approve minutes from March 25, 2021.

**M/S/C:** Anja Goebel/Primavera Arvizu

1. **Discussion Items**
2. **Financial Aid**

Financial Aid Director, Tiffany Haynes will submit revised Program Review.

The committee recommended the following:

* Program Mission Statement – meets requirements
* SAOs – meets requirements, add a hyphen to years and remove apostrophe from SAOs. Clarify rating from lowest to highest. At the top of pg. 5 use italics at the beginning of sentence and on pg. 13 change success rate to completion rate.
* Program Strengths and Areas of Improvement – meets requirements, pg. 21 correct FAFSA, use same language for goals
* Staffing requests – meets requirements
* Professional Development – meets requirements, mention food pantry and changes in the past three years
* Budget- remove additional funding for a new position

1. **End of Year Report**

* IT and President’s program reports not reviewed yet
* Update the program review form. If committee can come to a consensus before end of the spring and draft in the summer. Have discussions in the summer and bring proposed form early in the fall

The Financial Aid program review meets standards and will be forwarded to CC after all recommended changes.

**V. Announcements**

**VI. Future Agenda Items**

**Adjournment:**

**Meeting adjourned at 2:55 pm.**