Priority D – Provide full student support services  
Ed Management Initiative  
April 7, 2005

No. of meetings held: This team continued to meet throughout the year (including during the summer) on a monthly basis but cancelled March due to schedule conflicts. This team usually meet 3rd Friday of the month.

Major accomplishments since December 2004:
- Committee has maintained at least 75% attendance and participation in monthly meetings
- Ed management teams were led by several faculty and staff members with cohorts of 5 to 17 students per team. Meetings with students varied according to activity(ies) planned by team leaders and students' needs.
- Evaluation/discussion meetings have been held, leading to team leaders’ incorporating new strategies and ideas into the next semester’s ed management (support services) project.
- Presentation by team member Chuck Carletta of the new ed plan template created by Chuck with Debie Amby and Brad Duran’s assistance. Program faculty can better monitor progress of their students, plan appropriate course offering for each semester, and provide academic advising. Presentation by Brad Duran of the STAR component to BANNER. STAR is the program that will provide academic history (transcripts), transfer reports, and more. Presently, the liberal arts program is done and all CTE programs will need to be built into STAR. Until STAR is functional for the CTE programs, the ed plan template will be used. With Brad and Debie’s help, STAR could also perform functions currently in place in the ed plan template. Thomas Hussey and Elaine Yamashita attended this presentation as ed plan templates were/will be developed for these programs.
- Team members added and dropped students from their ed management teams.

Projects for Spring 05:
- The ed management team project will be expanded to include present team members plus incoming students-Accomplished.
- Team leaders will continue to explore and implement methods and strategies that lead to greater student success-IN PROGRESS.
- Institutionalize ed management team process (e.g., roles and responsibilities of advising team)-IN DISCUSSION.

Help needed in completing projects:
- Funds to help team leaders purchase refreshments for team activities.
- Funds to purchase ed management materials for students.
- Funding for team leaders who take on ed management responsibilities for increasing numbers of students (released-time, overload, stipends, etc.)