**Present:**

Michael Carley, Anja Goebel, Joe Cascio, Jodie Logan, Catherine Hodges, Kendra Haney, Erin Wingfield, Connie Oropeza, Stephanie Olmedo-Hinde

**Absent:**

Primavera Arvizu, Esmeralda Rodriguez

1. **Call to Order**

Mr. Carley called the meeting to order at 2:05 pm.

1. **Approval of Agenda**

Motion made to approve the February 11, 2021 agenda.

**M/S/C:** Catherine Hodges/Kendra Haney

1. **Approval of Minutes**

Motion made to approve minutes from February 4, 2021.

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

1. **Discussion Items**
2. **Transfer Center Program Review**

Counselor/Coordinator, Stephanie Olmedo-Hinde will submit revised Program Review.

The committee recommended the following:

* Program Mission Statement – Meets requirements
* SAOs - Meets requirements
* Program Strengths/Areas of Improvement – Meets requirements
* Page #8 – Check off the numbers
* Goals – Meets requirements
* Staff Resources – Meets requirements/no changes
* Facilities Requests – Mention more space is needed
* Professional Development – Add conferences
* Budget Requests – Add a sentence, currently the Transfer Center needs are being met through SSS & Equity funds

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

 **V. Announcements**

**VI. Future Agenda Items**

**Adjournment:**

 **Meeting adjourned at 2:56 pm.**