



Minutes

Committee Name: ISEP

Date: February 26, 2019

Time: 12:00 – 1:30 p.m.

Location: MB 318 | KRV 5 | Tehachapi 1 | Zoom

Present: Scott Cameron, Stephanie Brantley, Corey Marvin, Peter Fulks, Christine Small, Inge Olson, Lisa Stephens, Alec Griffin, Nicole Griffin, Karee Hamilton

Absent: Pam Campbell, Robin Duff, Kimberly Dochterman

1. Call to Order

12:06 pm by Corey Marvin, Vice President of Instruction

2. Approval of Agenda

Approved no changes

3. Approval of Minutes and Action Items

Sent via email, please review and respond with changes

4. Local AA Pattern

Concerns raised by Alec, that students have been made aware that we are no longer offering the Local AA Degree. Students on the D yard are being denied graduation because they have not been counseled or provided an education plan. As a group we have agreed to allow the below:

4.1 If the student has an education plan with continue on with their plan.

4.2 If the student started prior to Fall 2018 and does/doesn't have an education plan but it's been communicated to them, they will have the option of Local / IGETC pattern

4.3 If the student started with us in Spring 2019, the student will ONLY complete an IGETC pattern.

5. Access, staff, students, custody constraints, etc. (escorted vs. unescorted staff, understanding Closed Custody on upper yards, C status, and educating differences in each facility)

Those who complete the 1 page visitor clearance must be escorted. Those who complete a 20-page packet are able to get a 5-year brown card clearance for Cal City Prison. For Tehachapi Prison, the one-page visitor clearance is good for 6-12 months and you must be escorted, and the larger clearance packet is good



Minutes

6. **Email addresses for students** – Not discussed at this time, roll to next agenda
7. **Textbooks (OER, Library support, stipend work over summer, innovation)-**
Are we continuing to print text books? The answer is “Yes” the course work is being printed at Tehachapi and KRV. Natalie and Lisa are okay with the current system; Jill is inclined to add a part-time position in the Print Shop to help with the demand of printing textbooks for the prison.

OER – we need more!! Alec and Peter need to advocate more for OER.

Action Item: Peter and Julie to work together on a Special Compensation Agreement for Summer 2019 to create an inventory of books

8. **Looking ahead: logistical challenges, summer and fall registration 2019**
Graduation: Tehachapi: D yard – 20 | C yard- 15 | E yard- 1
Do we have a number threshold in order to hold a graduation? Is there a possibility to combine? Okay to combine D and E yard at Tehachapi. Continue graduation evaluations for Spring graduation.
9. **External media, talking points sheet, successes and props to Natalie**
10. **Fee Waiver issues on 4 students (Nicole)** – Not discussed at this time.
11. **Organizational decision guide NYU’s Feedback on self-reporting for goal development (handout)**
12. **Spring ISEP Retreat, Fall training discussion** – Not discussed at this time.
13. **Upcoming events. Chancellor’s Office, Academic Senate Plenary, ACCJC conference, potential October Statewide Retreat** – Not discussed at this time.
14. **Supporting transitioning students, email addresses, registration, etc.** – Not discussed at this time.
15. **Review of Action Items**

Action Item: Peter and Julie to work together on a Special Compensation Agreement for Summer 2019 to create an inventory of books



Minutes

16. Future Agenda Items

17. Future Meeting Dates

March 5, 2019 – CANCELLED

March 26, 2019

April 2, 2019

April 23, 2019

May 7, 2019

18. Adjournment

Meeting Chair: Peter Fulks / Corey Marvin

Recorder: Stephanie Brantley