

**College of San Mateo  
Management Council Meeting  
Monday, March 8, 2021  
11:05 AM – 12:00 PM**

Location: <https://smccd.zoom.us/j/265284119>

**Members:** Emily Barrick, Maggie Barrientos, Lizette Bricker, Tarana Chapple, Tabitha Conaway, Robert Dean, Laura Demsetz, Krystal Duncan, Allie Fasth, Charlene Frontiera, Francisco Gamez, Hilary Goodkind, Robert Gutierrez, Mike Holtzclaw, Elnora Kelly Tayag, Aubrey Kuan Roderick, Kim Lopez, David McLain, Claudia Menjivar, Carol Newkirk-Sakaguchi, Ashley Phillips, Ludmila Prisecar, Patrice Reed-Fort, Kristi Ridgway, Richard Rojo, Aaron Schaefer, Jeremiah Sims, Steven Trinh, Janis Wisherop, Andreas Wolf, Tiffany Zammit

**Co-chairs:** Alex Kramer and Micaela Ochoa

**Guest(s):** Jennifer Yang

**MEETING AGENDA**

| Item # | Item   | Person Responsible            | Time       | Action               |
|--------|--|-------------------------------|------------|----------------------|
| 1.     | Welcome and Check-in   | Alex Kramer                   | 2 Minutes  | Information          |
| 2.     | Review and Approve Agenda  | Alex Kramer                   | 2 Minutes  | Action               |
| 3.     | Announcements, Updates, Sharing, Acknowledgements, Kudos, Reminders <ul style="list-style-type: none"> <li>• 2022-23 Academic Calendar</li> </ul>  | All                           | 5 Minutes  | Information          |
| 4.     | Review and Approve Meeting Minutes: <ul style="list-style-type: none"> <li>• February 8, 2021</li> </ul>   | Alex Kramer                   | 3 Minutes  | Action               |
| 5.     | EOC Update   | Kim Lopez                     | 5 Minutes  | Information & Update |
| 6.     | Update on COVID Vaccination  | Jennifer Yang                 | 5 Minutes  | Information          |
| 7.     | HEERF II Funding   | Lizette Bricker               | 10 Minutes | Information          |
| 8.     | SWP Resource Request Application Launch <ul style="list-style-type: none"> <li>• Proposals due March 15<sup>th</sup> at 5:00 PM</li> <li>• Timeline: May 1, 2020 – May 31, 2022</li> <li>• <a href="#">Click here</a> to access application</li> </ul> | Francisco Gamez & Alex Kramer | 15 Minutes | Information          |
| 9.     | MC Co-chair Recruitment  | Micaela Ochoa & Alex Kramer   | 5 Minutes  | Information          |
| 10.    | April 12, 2021 Agenda Items: <ul style="list-style-type: none"> <li>• <a href="#">Click here to submit an item</a></li> </ul>  | Alex Kramer                   | 2 Minutes  | Information          |
| 11.    | Adjourn  | Alex Kramer                   | 1 Minute   | Action               |

**2020-2021 Management Council Schedule**

|                                       |                                       |
|---------------------------------------|---------------------------------------|
| September 14, 2020   11:00 AM – 12 PM | February 8, 2021   11:05 AM – 12 PM * |
| October 12, 2020   11:00 AM – 12 PM   | March 8, 2021   11:05 AM – 12 PM *    |
| November 9, 2020   11:00 AM – 12 PM   | April 12, 2021   11:05 AM – 12 PM *   |
| December 14, 2020   11:00 AM – 12 PM  | May 10, 2021   11:05 AM – 12 PM *     |
| January 11, 2021   11:05 AM – 12 PM * | * please note new start time          |