

# Community College *of* Philadelphia

## MEETING MINUTES

<b>Work Group:</b>	Academic Support Subcommittee
<b>Meeting Date:</b>	Thursday, October 17, 2024
<b>Meeting Time:</b>	3:30 p.m.
<b>Attendees:</b>	Brad Kovaleski, Michael Webber, Michael Krasulski, Megan Barbano-Maxwell, Belinda Pierce, Amy Lewis, Darren Lipscomb
<b>Facilitator:</b>	Brad Kovaleski
<b>Guests:</b>	none
<b>Location:</b>	Virtual - ZOOM
<b>Topic:</b>	Elect Chair and Secretary

### Discussion Points

**Call to order**

The Meeting was called to order by Brad Kovaleski.

**Attendance**

**Nomination and Election of Co-Chairs and Secretary**

Brad Kovaleski asked for nominations for Chair. Michael Krasulski shared that the committee typically had co-chairs and he nominated Michael Webber. Michael Krasulski was nominated by Brad. Brenda Torres seconded both nominations. All in favor.

Nominations for Secretary were requested. Michael Krasulski nominated Megan Barbano-Maxwell which was seconded by Michael Webber. All in favor.

**Old Business**

There was no outstanding old business from last year.

**New Business**

There was no new business.

A motion was made by the Co-Chairs to adjourn the meeting.

Seconded by Brad.

All in favor and motion to adjourn was carried.