

College Success Council Meeting Minutes for February 7, 2018

Attended: Dr. Regina Organ, Dr. Dava Washburn, Dr. Chase Machen, Dr. Debbie Smarr, Barbara Malone, Dr. Molly Harris, Christy Klemiuk, Donna King, Dr. Kim Williams, Dr. Jeremy McMillen, Logan Maxwell, and Cynthia Taylor (Support)

Approval of Minutes from December 13th Meeting: The minutes of December 13, 2017, was approved with a few corrections- a motion for approval was given by Dr. Molly Harris and a second by Dr. Kim Williams

Degree Audit Update: Christy shared that all of the 15-16 Degree Audits are done. The 16-17 audits are almost done, and then they will begin on the 17-18. Debbi Collins will be the contact for Degree Audits, and she will be working with 3D Technology.

Faculty Mentor/Advisor Job Description: This was a carryover from our last meeting. Dr. Machen needs some feedback on the Faculty Mentor/Advisor Job Descriptions once the student is handed off. Barbara is setting up workshops by Pathways and is inviting the faculty. The students would be handed off between 30 and 45 hours. The General Studies students make it a little harder to handoff, but once they declared a major in the Student Planner a Mentor/Advisor will be assigned to them. There was a lot of discussion on Faculty Mentor/Advisor.

- Need clarity on the assignments.
- Expectations of the faculty member once the student is handed off?
- What is the faculty required to know?
- Are students required to meet with the faculty and will it be enforced?
- Who will act on the alerts?

Barbara shared the following handouts with the group:

- Faculty Mentor Checklist
- COLL 0171 Homework: Meet your Faculty Mentor
- Useful talking points to help guide conversation when meeting with students.

Dr. Machen mentioned we needed an FAQ for the Faculty Mentor/Faculty Advisor. Barbara will work on an FAQ for the faculty. Also, Barbara indicated that the faculty could contact the Success Coach anytime for help.

There was also discussion on naming both the Faculty Mentor/Faculty Advisor as either, Advisor/Advisor or ,Advisor/Coach. The committee agreed to call them both Faculty Advisors.

Process for Closing the Loop on Task Force: This was a carryover from our last meeting. There was discussion on the role of the G8 group as well as the role of the College Success Council in approving Taskforce items. Dr. Machen shared that there is still value in this group and the Success Council has made a lot of good decisions for the college.

There was further discussion on submitting agenda items for the meeting. Dr. Organ let everyone know that Cynthia would send out an email this Friday asking for agenda items for our next meeting on Wednesday, March 7th.

College Connections Course Exemptions: This was a carryover from our last meeting. Dr. Washburn shared that these have all been finalized.

ATD Dream Conference: Dr. Harris shared a handout of the conference agenda. Dr. Harris mentioned that in the past there was a separate meeting to look over the agenda and decided who would go to what but we could wait and get together in Nashville. Also, Dr. Organ asked if anyone had a recommendation to replace Christy's spot at the conference. The registration and room had already be done. It was suggested maybe, Casey Ticknor. Dr. Organ will check with Gary.

Update on Success Coaches: Barbara shared she has assigned all FTIC 2nd 8-week students to Success Coaches. Kept most students in their Pathway, but had to move some Computer Science Majors to Valerie Ray. The Success Coaches are meeting to set up workshops and develop curriculum. The South Campus students have been assigned to Kolton and Becky.

Other:

- Dr. Smarr shared a handout on Fall to Fall Retention and Persistence (Retention is up)
 - Fall 2017 to Spring 2018 Retention Rate: 77.3%)
 - Fall to Fall Retention Rate: 51.10%
- Are we focusing on the right things now? Are we leaving something behind that we should be talking about? FA processes, Business Office changes, 60x30 TX, Pathways (pre & post GC), Recruiting, Dual Credit Students, building relationships with high schools/middle schools.
- Donna mentioned that we use to have a COW Day on campus (Careers on Wheels) for middle school students.

Future Item:

- Grit