

College Success Council Meeting Minutes for December 13, 2017

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, and Cynthia Taylor (Support)

Absent: Dr. Jeremy McMillen, and Logan Maxwell

Approval of Minutes from November 29th Meeting: The minutes of November 29, 2017, were unanimously approved - a motion for approval was given by Dr. Molly Harris and a second by Donna King

Program Participation Recertification: Donna King, shared the deadline for the Program Participation Recertification Report is December 31st. The report was submitted yesterday, but still, have to provide documentation by the deadline.

Faculty Mentor\Advisor Job Description: Dr. Washburn shared the following handouts with the group.

- Faculty Mentors and Faculty Advisors Discussion Packet
There was a lot of discussion on the job descriptions for Faculty Mentors and Faculty Advisors. Dr. Machen for clarity needs to know the expectations and what it means when the students are “handed off “to the Faculty Mentor/Advisor. Dr. Machen needs this defined by February when the faculty return. They are working under the assumption of the handoff after 45 hrs. Also, the Success Coaches will not handoff undeclared students.
- Memo to Dr. McMillen Re: College Connections Course (Exemptions)
Dr. Washburn shared a copy of the memo to Dr. McMillen concerning recommendations for exemption from the College Connections Course. The programs listed were; Cosmetology, Associates Degree Nursing, Licensed Vocational Nursing, and Police Academy. Not included in the memo was Electrical. This could be a recommendation as well.
- Eight Week Course Exemptions for Fall 2018
This was for information only.

Dr. Organ said we would put this back on the agenda for our next meeting.

Process for Closing the Loop on Task Force: Dr. Organ mentioned that when the Task Force has submitted their recommendation, we do not have a process on closing the loop. Dr. Smarr shared the vision that was discussed when the group changed to the College Success Council that recommendations would come through the College Success Council first for approval, then EC or EL. Do we need an official communication to the Task Force Chair? Currently, it is going to Dr. McMillen and G8. Dr. Harris will get clarity from Dr. McMillen.

Other:

- College Success Council Meeting, Wednesday, March 7, 2018

Carryover Items:

- Success Data Council – Dr. Smarr

Future Item:

- Grit