

STUDENT SUCCESS COMMITTEE

MEETING MINUTES

November 30, 2016

1:00 Pm

University Hall, Room 202

Members

Name	College/Department	Voting	Present
Barbara Serianni (chair)	COE/CESE	Yes	Yes
Gina Crab (Senate Liaison)	CHP/NURS	Yes	Yes
Chris Williams	CST/ENGR	Yes	Yes
Cynthia Costa	CLA/AMT	Yes	Yes
Linda Tuck	CHP/NURS	Yes	Yes
Rebecca Wells	COE/AAED	Yes	No
Ann Fuller	LIBR	Yes	Yes
Nancy McCarley	CST/PSYC	Yes	No
Dennis Barber	CLA/ECON	Yes	Yes
Michael Sergi	COE/AAED	Yes	No
Corine Acherson-Jones	TRIO	No	Yes
Kathy Platt	Registrar	No	Yes
Becky daCruz	Assoc. Provost	No	Yes
Mark Taylor	Advising	No	Yes
Kaye O'Neil	Financial Aid	No	Proxy
Greg Anderson	First Year Experience	No	Proxy
Joy Hamm	Dean of Students	No	No
Jonathan Roberts	Honors Program	No	No
Nashia Whittenberg	Multi-Cultural Affairs	No	No
	Graduate Student Rep	No	No

I. **CALL TO ORDER**

Meeting was called to order at 1:00

II. **OLD BUSINESS**

- a. September minutes approve by email vote

III. **NEW BUSINESS**

a. **CHARGING OURSELVES**

- i. **Sophomore cohort discussion:** improve retention among sophomores, consider priority registration for Chem 1212 or alternate course advisement. Will watch the "next class" established by Greg Anderson to review that support model. Becky daCruz to discuss collecting data from that group on use of resources from FYE seminar.

ii. **Communication between Advising and Programs**

Mark Taylor indicated a need to have advisors in his area meet with program faculty advisors to improve communication and understanding of individual program nuances. In addition, having a single point of contact in departments would improve the accuracy of information transmitted.

iii. **Alignment of current programs of study in use, published 15 to Finish checklists, published programs of study (website), interactive catalog**

An extensive discussion was spurred by reported confusion of students and advisors regarding course rotations and programs of study. Members identified through specific examples that there are inconsistencies in the alignment of the 4 sources of information listed above. Those present unanimously agreed that this alignment should be the focus of this committee. The first step, a letter to Department Chairs to ascertain the existence and accuracy of 15 to Finish plans and the accuracy of website published programs of study. Next steps may include a recommendation that the 15 to Finish pdf files listed on the advising website be replaced with links to each program site, making programs responsible for keeping these plans current. Another next step may be to recommend that programs link to the interactive catalog rather than detailing their programs of study to insure that POS always reflect the current catalog. A letter to Department Chairs will be drafted to collect information on the status of these two items. That data will be tabulated in January and brought back to this committee in February.

IV. **OTHER BUSINESS/GOOD FOR THE ORDER**

NONE

V. **POST-MEETING ACTIONS**

- Drs. Serianni & daCruz to compose email to departments
- Doodle poll for February meeting
- Dr. daCruz to review Retention & Achievement data and report back in February

VI. **ADJOURN**

Meeting adjourned at 2:00p