

Achieving the Dream
First Year Experience Team
Minutes from August 25, 2016

Attendees: Stacy Ehmen, Cindy Peck, Dawn Nasser, Laura Williams, Brennon Hightower, Stephane Potts

1. Notes from AtD Leadership & Data Team
 - a. Goals for Upcoming Years:
 1. +1% in Retention, +1% in Persistence, and +1% in Completion
 2. Focus on First-Time, Full-Time Students completing in 150% Time
2. Success in College Update:
 - a. More training is needed for faculty who teach INST 101. Best practices from the Data & Analytics Conference that Dr. Jacobs and Stacy attended stated that INST 101 Instructor Training (Note: FYE instructors should have 3 times as much training as others in order to build a good culture for the FYE. They should also meet together 2-3 times a semester).
 - b. It would be good to get more INST 101 instructors on the FYE team! Who can we recruit? Emily Crane and Todd Flessner were mentioned. Emily is one of the lead instructors for INST 101 now (with Phillip Langley).
3. Mandatory Advisement Sub-Team Update:
 - a. Advisors will have Student Planner training in September. This will be part of the online services offered to students through Ellucian's new online services platform (called Student Self Service). Student Self Service will be replacing WebAdvisor in the future. The Student Planner piece will give students (and faculty/staff) access to the student's individual academic plan 24/7 and encourage communications with their advisor. It will hopefully make everyone more aware of how little changes effect the retention/completion rates of each student. The module will also give Deans the ability to see how many sections of each course need to be planned for upcoming semesters.
 - b. Stephane Potts & Dawn Nasser are "embedded advisors" in two developmental education courses for Fall 2016. The pilot in Spring 2016 went well and they wanted to expand it.
 - c. They have not had any interest from faculty members to serve as "official" Faculty Mentors. We know that many mentor on the side, but it would be good to implement more formal strategies (to engage students, collect data, and see results).
4. Retention/Early Alert Update:
 - a. With the help of Perkins monies, Stacy is going to introduce a "Report It" campaign to encourage staff/faculty to submit retention and incident reports. She hopes to have it ready by the October in-service.
5. Mentoring Program Update:
 - a. Kerri and Laura discussed the plans for Fall 2016. They are going to recruit students/mentees at the Welcome Back to Campus event in early September. More students have been referred to the program (from Academic Probation/Suspension and Financial Aid suspension appeals).
 - b. Marketing the Program: They would like to put a Mentee application in the INST 101 packets. Stacy asked if we could put the form and information on our website.
6. Other Items from the floor:

- a. We need to review research and implement strategies to recruit, retain, and graduate African American students.
 - We do not have minority representation in Liberal Arts roles.
 - What do the students look for in a college? What do they need once they are here?
 - Can we have apprentice programs for African American males/females?
 - b. We think staff need more training on diversity and transgender perspectives.
 - c. We need to review our Residency Policy. It is not meeting the needs of the students we serve now.
 - d. Some computer labs are making students bring in their own paper to print! Ask Dave about this...
 - e. We discussed the First-time/full-time Phone Call Campaign for FA16. We are going to expand the number of students called and have advisors call the students based on major/services needed. Fewer people will be calling to offer more targeted services and develop relationships as we will also be adding contacts with the academic plan, October 1st (for FAFSA & SP17 registration awareness), and end of the semester if they haven't registered for SP17 yet.
 - f. We need to have a Blackboard Tutorial given by faculty (for students). Many faculty are using Bb in their traditional (face to face) classrooms. Students do not know how to use it though...and it is a huge roadblock for them. Many want to drop because of it.
 - g. We need a Dual Credit Student Orientation. Data shows that some students are not receiving an orientation...When we researched the data, it was the dual credit students making the statements. So, it would be good to develop an orientation program for them.
 - h. Ideas from Data & Analytics Conference (Stacy):
 - Train all staff on INST 101 curriculum since they deal with FYE issues each term. They will know how to answer questions and handle more situations on the spot.
7. Next Meeting Dates:
- a. September 22 @ 1:30 in Laura Lee Room
 - b. October 27 @ 1:30 in Laura Lee Room
 - c. November TBD
 - d. December TBD