

Achieving the Dream
First Year Experience Team
Minutes from September 22, 2016

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

1. Notes from AtD Leadership & Data Team
 - Goals for Upcoming Years:
 - A. +1% in Retention, +1% in Persistence, and +1% in Completion
 - B. Focus on First-Time, Full-Time Students completing in 150% Time
2. Success in College Update:
 - Phillip and Emily (INST 101 Lead Instructors) held a meeting with the Deans and Dave Kietzmann. We discussed INST 101 instructors, scheduling times, and delivery methods, and curriculum revisions.
 - They will also be holding a meeting with all recent INST 101 instructors. They plan to make changes/updates for the Summer/Fall 2017 offerings.
 - One of the changes to curriculum will include instruction on using the Blackboard platform since many traditional/face-to-face classroom settings are using it now too.
 - Stacy asked them to allow me to add some of the compliance training for our students. Subjects would include Preventing Sexual Misconduct, Drug & Alcohol Prevention, and Bystander Training.
3. Mandatory Advisement Sub-Team Update:
 - All Advisors, Trio, Bob, Cindy, Stacy, Kim and Brian all attended a 3-day Student Planning with an Ellucian Consultant. They will be setting up a plan to go live with the new Student Self Service (SSS) product with the Spring 2017 registration period. SSS is the new platform from Ellucian that will replace the WebAdvisor platform in the near future.
 - Stacy and Stephane are working on the HLC Quality Project Report
4. Retention/Early Alert Update:
 - The “Welcome to Campus” Calling Campaign was expanded and updated this year. A smaller group of Advisors, Admissions & Registration staff, and a few select administrators called 453 students who are first-time certificate and degree seeking students. The new campaign is designed to be more intrusive to help the new students more effectively. Staff members were specifically assigned to certain students based on their enrollment status, major/program of study, and special interests (i.e., athletes, enrolled in non-traditional careers, TRIO, etc.). The phone calls yielded so many positive communications and timely services.
 - Additional contacts will be made to the students throughout the Fall term (by the original callers): 1) Academic Plans will be mailed if not already; 2) October 1st to see how the term is going and to let them know they can apply for financial aid (for 2017-18) now and registration for Spring 17 will start at the end of the month; and 3) an additional call will be made in early December “if” the student has not registered for the Spring 17 term yet.
 - Stephane and Dawn have seen an increase in homeless and hungry students. They have learned a lot about the options/services in the community. Many of the agencies have several rules that exclude some students from receiving services.
 - Stephane & Dawn started keeping quick, easy meals or gift cards in their offices to hand out to students on-the-spot when needed.
 - Some Retention Alerts are coming in from faculty/staff, but it is definitely not used to its advantage. The Report It campaign will, hopefully, help this to increase.

5. Mentoring Program Update:

- Kerri reported that they had an excellent response in regard to recruiting mentors and mentees during the first part of the term. She is in the process of assigning mentees.
- The team talked about the need to consolidate our mentoring efforts. We now have mentor groups for the Phoenix program, Second Chance Scholarship program, etc. in addition to this mentoring program. Maybe they can share information and resources.
- Stacy and financial aid have also been referring students to the Mentoring program due to the fact that they were on Academic Suspension (general and/or financial aid related).
- Stephane and Dawn brought the applications to their Embedded Advisement classrooms. Some students took advantage of the program.
- We need to add the Mentee Application to our website under Current Students and put some information about the program on the landing page created.

6. Other Items from the floor:

- Cindy reported that Dr. Nacco would like our teams to look at condensing where appropriate. We discussed combining the Student Support & Development Team, First Year Experience, and Progression & Completion. All the team members at this meeting thought it would be a good idea as long as we maintain the strategies and goals of the separate teams. It would be good to channel all the energies into one Student Engagement team. Cindy will talk to Janet about it. Stacy will talk to the Student Support & Development Team. It would be nice if our October meeting could be a combined meeting.
- Cindy is having Maggie add Blackboard information to the Online Student Orientation.
- We have a growing issue in regard to our residency policy due to the fact that our students are more transient. We probably need to review the DACC policy to make sure that we are doing what we can for them and still maintaining equitable processes.
 - Other community colleges allow athletes/students to change their residency “after” their first term attended. We do not unless it is a “life changing” reason. So, with this in mind, athletes at other colleges use up less of their financial aid because they are getting the in-district tuition rate.
 - Allowing students to change it up until the end of September might be good because it would be before Financial Aid refunds are sent, before midterm, and it would allow Admissions & Records to send a letter to the non-in-district students letting them know that their residency status (if it is “not” in-district) and what the process is to become in-district. Many students tell us that they just did not know about the rule...even though it is in several of our policies, procedures, website, bill statement, orientations, etc.
 - We need to review the ICCB rules and bring it back to the team and then visit with other departments/teams.
- Bob presented data that showed some students were not going through our New Student Orientations. After investigating the issue, Stacy discovered that it was dual credit students pointing this out. It was also discussed that an orientation for dual credit students would help us meet their needs and get them off to a solid start. Karla Coon pointed out several things they help the Hoopeston High School dual credit students with each term.
- Stacy would like to have an orientation meeting specific to athletes. Miranda Payne might be a good resource for this idea.
- Other ideas brainstormed:
 - Food Drive Fridays...to keep DACC Food Pantry stocked. Ask for specific items and gift cards on certain days.
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- Stacy brought up the idea of holding a Convocation for students before the start of the fall and spring terms. Parkland and other colleges do it with great success. Stacy will do some

more research. Faculty members that she has discussed it with thought it would be a good idea. It would be good if it was faculty driven.

- Ideas from Data & Analytics Conference (Stacy):
 - 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).
 - 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:

- October 27 @ 1:30 in Laura Lee Room
- November TBD
- December TBD