

# MINUTES

## **UMR Retention Committee Meeting**

December 14, 2006

8:15-9:15 AM

### **MEMBERS PRESENT:**

Harvest Collier, Stephanie Fitch, Amy Gillman, Mary Ellen Kirgan, Gearoid MacSithigh, F. Scott Miller, Emily Petersen, Lynn Stichnote, Laura Stoll, Steve Watkins

### **MEMBERS ABSENT:**

Dana Barnard, Meg Brady, Carl Burns, Wes Chappell, David Coe, Gregory Gelles, Jay Goff, Matt Goodwin, Stephen Raper, Kristi Schulte, Robert Whites

### **GUESTS:**

Jerry Hammons, IT and Dana Rapier, Registrar's Office

- I. **Approval of Minutes** from 11-2-06 meeting. The committee reviewed and approved the minutes with suggested revisions to sections II-A and II-B.

## **II. Old Business**

### **A. Campus-Wide Academic Advising Coordination**

Dr. Collier reported: The Provost approved a full-time position to handle advising activities previously conducted by the Dean's office. (Advising undecided and probationary and academically deficient students.) This position will be located within the Office of Undergraduate & Graduate Studies. Committee discussions and comments:

- How can we identify these students the first time they are placed on academic probation?
- Consider developing a formal probationary program, supported by academic policy, requiring students to participate in the recovery program.
- Continue discussions related to implementing academic skills development issues into first year courses.
- Consider application to inform advisors of students' early mid-term grades.

**Stephanie Fitch made a motion that the Retention Committee recommend to the Academic Council that the Student Academic Regulations be amended to require students who are academically deficient or on scholastic probation to participate in student success activities offered on campus. The motion was approved.**

## **B. "Advising Students on Academic Probation" Panel Discussion-**

Dr. Collier provided the committee with an update regarding the advising panel discussion held on 12-13-06.

## **III. New Business**

### **A. Academic Alert System Modifications**

Jerry Hammons reviewed the planned modifications to the Academic Alert System. A list was provided to the committee. The following questions were asked:

1. Does UMR want all TAs to have access to the Academic Alert System? Or give access based on percentage of responsibility of the course?
2. Should instructors receive regular email notifications when a student does not respond to an alert or misses an established deadline, etc.?

The committee decided:

1. Limit TA access to those who actually teach courses. Do not give access to others.
2. Approve inclusion of instructors in email notifications.

### **B. "What Works in Student Retention?" (ACT Report/Survey)**

Due to time constraints, the committee did not discuss this report. It will be reviewed at the next meeting.

## **IV. Announcements**

### **A. Call for Nominations- 2006/07 UMR Outstanding Academic Advising Awards-** Nominations packets due 2-28-07.

The Call for nomination for Outstanding Academic Advising Awards was distributed to the committee.

## **V. Adjournment**