MINUTES

Missouri S&T Retention Committee Meeting
September 10, 2009
8:15-9:15 AM

Members Present: Harvest Collier, Amy Gillman, Larry Gragg, Mary Ellen Kirgan, C.R. Thulasi Kumar, Rance Larsen, F. Scott Miller, Rachel Morris, Lea-Ann Morton, Stephen Raper, Carol Smith, Brad Starbuck, Lynn Stichnote, Laura Stoll, Summer Young

Members Absent: Jay Goff, Sunnie Hughes, Kristi Schulte, Amiel Weerasinghe

I. Review and Approve Minutes (from the 8-27-09 meeting)

The committee reviewed the minutes from the 8-27-09 meeting. One minor correction was made. A motion was approved to accept the minutes as corrected.

II. New Business

A. Working Group Reports

1) Larry Gragg reported for the Goal 1 working group. The goal is to improve strategies for early, intensive and continuous intervention for students. The proposed action is to implement a model of early intervention to identify and engage academically "at risk" students. The progress indicator is "Reduced percentage of students earning a D or F in Chemistry 1 [and Mathematics 2 and 3, pending approval from the Mathematics Department]". This action is driven by fall 2009 Chem. I pilot project, which is being led by Harvest Collier and the other Chem. I instructors in the Chemistry department. They will need the assistance of Institutional Research to gather data at the end of the semester. Dr. Collier will continue working with the Math department to identify willing participants.

2) Laura Stoll reported for the Goal 2 working group. The goal is to centralize the parent and family support/outreach services to improve communication and campus engagement. The working group met for discussion, then met with the Alumni Office and Student Life. They also researched best practices at other institutions. The proposed actions are:

a) Coordinate current efforts with a centralized structure that will more fully utilize the parent/guardian association and other advocacy activities on campus.

b) Centralized the responsibility, identifying a champion, would increase outreach services and communication to parent/guardians which does not seem to exist currently other than in small measure in various units.

Parent engagement would be measured by participation in Family Day, parent survey of satisfaction/frustration, fund raising, and participation/enthusiasm of parents of board. The results of a centralized support/outreach to parents/guardians and improving communications could be measured by the amount of parent frustrations voiced to various units such as Registrars, Financial Aid, and Advisors.

The group suggests we identify one office to champion the effort and make it happen. They feel the most logical place for this is within Student Affairs. One person should be the main point of contact and serve as the "parent advocate" for the campus. Dr. Collier will talk to the Provost and bring a report back to the Retention Committee.

3) Stephen Raper reported for the Goal 3 working group. The goal is to establish a central information center for student academic support services, staffed with trained professionals. In order to accomplish this goal, the group feels there should be a central "facility" on the campus for student academic support. With further discussion, the group recommended the following actions:

a) Short term: Identify a support-person/champion to develop and maintain a centralized website to help students locate and utilize academic support services. Maintain a blog where students can ask questions (and search the archived answers) about support services, academic needs and general issues.
b) Long term: Establish a plan for developing a centralized, student-focused facility for academic support services.
The group will email Dr. Collier further clarification, including performance measures.

4) Scott Miller reported for the Goal 4 working group. The goal is to continue and enhance academic advising support and training.

The proposed actions are a) Develop a Missouri S&T Advising Handbook by Fall 2010; and b) Develop and implement a *New Faculty Advisor's Forum* by Fall 2010.

The performance measures are a) Faculty attendance at the Academic Advising Conferences; and b) New faculty participation in the New Faculty Advisor's Forum.

5) Lynn Stichnote reported for the Goal 5 working group. The goal is to focus new financial aid resources to increase need-based student financial aid

availability. The proposed actions items and progress indicators are:

a) Increase student access to $150,000 more in low-interest university loans by review of and change to University Loan Endowments including but not limited to, an increase in outdated loan limits and changes to restrictive or outdated wording to expand access while respecting donor intent /(Progress Indicator - Compare AY09, AY10 and AY11 University Loan numbers in student packages)
b) Menu of need-based university scholarship/grant/loan funding opportunities for provision to development officers and potential donors (Progress Indicator - Evaluate response by development officers and donors and Measure number of need-based endowments created)
c) Establish campus goal for 4.2 million in need-based scholarships and aid (Progress Indicator- Need-based aid gifts in dollar amounts)

B. **Next Meeting:**
Sept. 24, 2009- 8:15-9:15 AM, Silver & Gold room, Havener Center. The Chancellor visits from 8:15-8:45 AM on October 8, 2009.

The meeting was adjourned.