MINUTES

Missouri S&T Retention Committee Meeting

February 10, 2011
8:15-9:15 AM

Members Present: Tyrone Davidson, Anna Gaw, Cecilia Elmore, Katie Jackson, Mary Ellen Kirgan, Jennie Bayless for Rance Larsen, F. Scott Miller, Kristi Schulte, Lynn Stichnote, and Laura Stoll.
Members Absent: Harvest Collier, Jay Goff, Larry Gragg, Thulasi Kumar, Will Perkins, Stephen Raper, Rachel Morris, Carol Smith, Summer Young, Lee-Ann Morton, Stephanie Rostad, Michael Schwartz, and Brad Starbuck.

I. Review and Approval of Minutes

The committee members reviewed the minutes from the January 27, 2011 meeting. A motion was made (K. Schulte) and seconded (L. Stichnote) to approve the minutes. The minutes were unanimously approved.

II. Old Business—a) Review of Dec. 2nd presentation to the Chancellor

--This item was suspended until the next meeting in order to provide ample time for the Parents and Family presentation.

b) Reminder of Work Groups

--This item was suspended until after new business in order to provide ample time for the Parents and Family presentation.

III. New Business

--Katie Jackson and Mark Potrafka from Student Affairs presented a report on recent efforts to improve the Parent and Family Advocacy at Missouri S&T. This report also served as the Family Workgroup update.

Mark Potrafka - Student Affairs commissioned a study in early 2010 on benchmarking Parent and Family Advocacy plans, results confirmed that we are on track with what we are doing. At some institutions it is a development effort, smaller schools are able to develop relationships with parents, smaller or younger schools work to build a tradition with parents.

Last fall, a Google group was formed, and 1200 invitations sent to freshmen families and new transfer students family, also mass mailing to current students asking families to join (3 responses) 562 members received 34 emails last semester, only 4 have unsubscribed after Fall. Lynn Stichnote asks if Retention Committee members can subscribe.
Patty Frisbee suggests that we attempt to correlate families involved and student success. But, we actually don't know which student is associated with which parent email, but the info is in Peoplesoft. A Homecoming reception was held and approximately 100 families attended the breakfast reception, invitation was by email and Google group.

Katie Jackson then presented a summary of the results of an electronic survey done via the Google Group. There were a total of 198 participants.

The Student Advocacy website, and Facebook page were also discussed, as well as the Parent and Family Advocacy Business Card distributed by Admissions. Patty Frisbee suggested that academic success resources be more prominent in the website. Mark Potrafka reported that future plans include electronic focus groups. The Student advocates in the Student Affairs office are: Katie, Janet Walker, Barb Pruett, Janet is 100% advocacy, Katie about 20%, and Barb is about 15%.

The Parents board and Parents Association have been dissolved. They will be replaced by the electronic focus groups

IV. Announcements

Laura Stoll also reported that the FERPA release form will be included in the PRO schedule of classes and Parents and students will be encouraged at PRO to consider submitting the form.

V. **Next Meeting**: February 24, 2011 at 8:15 am; presentation will be made by Tyrone Davidson on the Revised Advising Handbook.

The meeting was adjourned.