



## **Student Success Partnership**

### **Meeting Minutes**

Tuesday March 29, 2016

1-2 p.m. in BTW 1188

#### **Attendees**

- |                  |                     |
|------------------|---------------------|
| ▪ Ginger Reyes   | ▪ Michael Bourgeois |
| ▪ Cindy Wyels    | ▪ Amanda Carpenter  |
| ▪ Kaia Tollefson | ▪ Toni DeBoni       |

#### **Note Taker:** Christine Joyau

- K. Tollefson presented a website currently being developed as a resource for first generation students – FirstGen@CI (URL: [firstgen.cikeys.com](http://firstgen.cikeys.com)).
  - Her question to the committee: How could we promote this website (since it cannot be promoted on the CI Homepage)?
    - T. DeBoni suggested to promote it during Island View Orientation.
    - M. Bourgeois might be able to pull student emails for direct marketing.
    - The committee discussed the possibility of listing the website as a resource under the [Student Success Partnership webpage](#).
    - G. Reyes pointed out that the only downfall is the specificity of the content to one particular student population.
  - C. Wyels added that students are looking for common spaces for engagement. Could this website be a virtual space? K. Tollefson explained that it cannot serve this purpose at this time. It would necessitate active monitoring of the site, which would require someone's time to monitor the site and answer questions. At this point, the plan is to monitor the site usefulness (passive monitoring) once it is live.
  - The committee agreed to review the site outside of committee meetings and to provide feedback to K. Tollefson.
- T. DeBoni informed the committee that a data request has been submitted to Institutional Research, Planning and Effectiveness (as a follow-up to the meeting on March 15, 2016). She asked M. Bourgeois if data could be provided in sections so the committee could start to review it and use it in writing their report.
- Meeting schedule:
  - The committee will not meet during the summer.
  - The committee has three remaining meetings - currently scheduled on April 13, April 26, and May 9 2016 – and plans to discuss/review the initiatives.
  - Meetings for academic year 2016-17 will start in the fall upon new appointments to the committee.

- Other potential agenda items for remaining meetings are:
  - Lack of child care for parent students. K. Tollefson explained to the committee that studies show that 25% of undergraduate students are parents. Therefore, they are an “underserved” population.
  - The University strategic plan and student success
    - What are we doing (or not doing) at CI to promote student success?
    - What is the Chancellor’s Office (CO) mandating and what should CI do?
    - How is data used to highlight issues and recommendations?
    - What are the Divisions doing to implement the University’s strategic plan initiatives?
- T. DeBoni reminded the committee that the second edition of the report is due in October.
  - T. DeBoni and G. Reyes will draft the report in consultation and supported by the committee for review by the Vice President for Student Affairs (VPSA) and the Vice President for Academic Affairs (VPAA).
  - The plan is to use the data currently reviewed and the new requested data to report on the status of the initiatives at CI (in comparison to other CSU campuses), acknowledge issues and list recommendations on how to better support initiatives/programs. This will provide content for the report to the President’s Cabinet.
  - M. Bourgeois reminded the group that the requirement for the CO report in October is to report how the University spent their funds after problems were defined/acknowledged, and to offer recommendations on how funds could be assigned to better support these initiatives.
  - The report to the CO contains 16 matrix and 6 trustee initiatives (plus one CI initiative). Even if they are not required, the committee could investigate them, make recommendations for setting up these initiatives and use this information to support the VPSA & VPAA’s letter to the Chancellor. M. Bourgeois brought to the attention of the committee that some of the matrix are easy to measure, and if CI has not attained them yet, the committee could make recommendations to reallocate funding.
- Academic Advising/Initiative #2:
  - G. Reyes suggested inviting the new director for Academic Advising to the next meeting. The committee could provide background information and suggestions on how to implement his restructuring plan for Academic Advising so it is in line with Initiative #2.
  - T. DeBoni asked if there is a capacity issue at CI (in comparison to other CSU campuses) no matter the new structure for the department. Should the committee look at the last report to the CO and then decide if they should wait to see how the new model impacts students before reporting on it? G. Reyes suggested using data to explain what is currently done, what could be done (current model versus new model the department wants to use) and what’s the expected impact.
  - G. Reyes with the support of the new Academic Advising Director will look at the last report and new information discussed amongst the committee to draft the story/changes.
  - Other concerns:
    - Some students have a large amount of credits. Could the University find ways to graduate them?
    - Obstacles to STEM graduation. C. Wyels can provide supporting data.

- High Impact Initiative:
  - Toni DeBoni believes there is potential for a partnership with this committee.
  - This committee is formalizing a process by which programs could submit an application to receive the High Impact Program (HIP) designation, which would highlight what the programs are and how they make a difference in the life of students.

**Action Items:**

- FirstGen@CI (URL: [firstgen.cikeys.com](http://firstgen.cikeys.com)) - The committee agreed to review the site outside of committee meetings and to provide feedback to K. Tollefson.
- Report to the Chancellor's Office – information regarding the 16 Performance measures and 6 trustee initiatives will be provided to the committee for review (M. Bourgeois).
- Strategic Plans – Copies of the Student Affairs and Academic Affairs strategic plans will be sent to the committee for review. The committee will cross reference the documents to see if both Divisions are working on the same efforts/initiatives (T. DeBoni).
- Obstacles to STEM graduation - Data will be provided to the committee (C. Wyels).