

Retention Committee Meeting Minutes

October 18, 2021

In attendance: Lisa Soly, Adriana Wolf, Kristi Aulick, MJ McIntosh, Rita Lyons, Tami Alfred, Kim Patterson, Patricia Roper, Rana Spurlock, Natalia Omelchenko-Comer.

Absent: Jill Loveless, Robin Evans, Shelly Deluca, Curt Hippensteel, Deborah Kleeh

Facilitated by Co-Chairs Natalia Omelchenko-Comer (Dr. O) and Adriana Wolf.

Talked about retreat with Enrollment Management Committee. Date is November 5; time either 9:00 a.m. – 11:00 a.m. or 10:00 a.m. – 12:00 p.m. May be conflicts with Budget Committee meeting and/or division meetings.

Dr. O presented a list of data categories we can look into. Dr. Sharma will provide us with data available, and we can request additional data if needed.

Dr. Sharma suggested we start with the Strategic Plan and decide what goals we want to establish. Do we want to:

- Increase retention of a certain group, e.g., first generation students. We can look at the data segments Dr. O suggested and ask about first generation students.
- What criteria do we want to focus on?
- What are the challenges in each area?
- Determine what strategies to address them; then prioritize them
- We need to identify these areas and how we are looking into them; after retreat, start putting things into place.

Start by defining project and outcomes. We could make it a DFW project; reduce the number of withdrawals or failures.

The end product will be a “Working Retention Plan” (if not completed) by the end of this semester or next.

We need to review previous minutes to see what we’ve already established (goals).

Discussion about students withdrawing from classes and/or school altogether. In the past there was a form with a questionnaire. It was agreed that something similar could be helpful in collecting data. Draft request and send to Jill.

Action Items:

- Dr. O to review draft of human research legality form
- Pat to retrieve 2-3 years of previous minutes.
- Rita will send a Pdf. of the old form.
- Send request to Jill about bringing back asking why withdrawing.

Next meeting is scheduled for Monday, November 1, 2021 at 2:00 via Zoom.

