

## Retention Committee Minutes

February 16, 2022 meeting

In attendance: Dr. O (Tasha), Curt Hippensteel, Lisa Soly, Adriana Wolf, Kristi Aulick, Dr. Sharma, MJ McIntosh, Tami Alfred, and Tina Edwards.

Absent: Pat Roper, Rana Spurlock, Dr. Loveless, Kim Patterson, Rita Lyons, Deborah Kleeh

Adriana began the meeting with a discussion of having one committee over the Retention and Enrollment Management committees. This committee would guide and give feedback and suggestions to the two committees. Enrollment Management has completed a draft of their Purpose Statement, and the focus of this meeting is for Retention to finish theirs.

Adriana suggested two points about the purpose statement:

1. The briefer, the better.
2. It is a *purpose statement* – What are we doing? What is our purpose?

Committee members reviewed the purpose statements of both committees as they are currently written:

### ***WVNCC Revised Purpose Statements for***

#### ***Enrollment Management Committee and Retention Committee***

*The **Enrollment Management Committee** is charged with implementing enrollment strategies in the areas of intentional outreach, strategic recruitment, admissions policies, and proactive academic advising that contribute to student enrollment initiatives consistent with the College strategic plan. The Committee will work collaboratively with other groups in order to achieve committee goals. Further, the Committee will use enrollment data to set enrollment targets. The Committee is co-chaired by a member of student services and a member of academic affairs. Additional faculty are selected by the Faculty Assembly to serve on the committee and a student is selected by the Tri-Campus Student Senate. Other members are appointed by the President upon recommendation of the co-chairs. **Please note this is a working draft.***

*The **Retention Committee** is responsible for implementing retention strategies in the areas of retention and dynamic support functions consistent with the strategic plan. The committee is co-chaired by a staff member from a support service area and a member of academic affairs. Additional faculty are selected*

*by the Faculty Assembly to serve on the committee and a student is selected by the Tri-Campus Student Senate. Other members from support functions are appointed by the Provost.*

The attendees discussed ideas for revising our purpose statement and reached a consensus on the following:

The **Retention Committee** is responsible for increasing retention and graduation rates. The committee will accomplish this by developing, implementing, and managing best practice strategies focused on student success and consistent with the strategic plan. The Committee will work collaboratively with other groups in order to achieve committee goals. The committee is co-chaired by a staff member from a support service area and a member of academic affairs. Additional faculty are selected by the Faculty Assembly to serve on the committee and a student is selected by the Tri-Campus Student Senate. Other members from support functions are appointed by the Provost. **Please note this is a working draft.**

Adriana will send the statement to Dr. Loveless for approval. At the next meeting we will look at the Interim Strategic Plan and develop ideas how to improve retention.