MISSOURI S&T RETENTION COMMITTEE MEETING
December 17, 2009
8:15-9:15 AM

MEMBERS PRESENT: Harvest Collier, Tyrone Davidson, Larry Gragg, F. Scott Miller, Jay Goff, Rachel Morris, Kristi Schulte, C.R. Thulasi Kumar (Alissa Fleck), Stephen Raper, Brad Starbuck, Lynn Stichnote, Laura Stoll, Summer Young

MEMBERS ABSENT: Sunnie Hughes, Mary Ellen Kirgan, Rance Larsen, Lea-Ann Morton, Carol Smith, Amiel Weerasinghe

GUESTS: A welcome was given to Dr. Mary Ann Koen as the new Director of the Undergraduate Advising Office and new committee member.

I. REVIEW AND APPROVAL OF MINUTES
The committee members reviewed the minutes from the 12-03-09 meeting. A motion was made (S. Raper) and seconded (R. Morris) to approve the minutes as submitted. The minutes were unanimously approved.

II. NEW BUSINESS

A. REVIEW OF STRATEGIC/TACTICAL PLAN ACTION ITEMS ADOPTION
Work Group 3 presented an update on the Tactical Plan Action Item 1.2.8: Establish a central information champion and document a plan for student academic support services.

Committee Members – Summer Young, Steve Raper, Brad Starbuck, Jay Goff

Two Ways to Look at the Question...

• Perfect World:
  - Centennial Hall Redeployment
  - Centralized on-campus Facility for academic Support and services

• What Can S&T Realistically Accomplish in the Short Term:
  - learn.mst.edu
  - Centralized information website for academic support services

#1: Centralized Website  Short-term Goal

learn.mst.edu
Easy-to-navigate • Registrar’s Office • Freshman Engineering • LEAD
Online resource • Faculty Senate • Writing Center • Math Help Room
with centralized • Library Counseling Office • Disability Support Services
info from: • Academic Advising • Financial Assistance

learn.mst.edu
• Primary audience: faculty advisors, S&T staff, parents, students who don’t know where to turn for assistance
• Development process: committee of staff from Undergraduate Studies, Student Affairs, Enrollment Management
• Website maintenance and updates: ??
#2: **Student Support Facility**  Long-term Goal

**Student Support Facility**
- Gathers student and academic-support units in one building with a Central Desk staffed by trained student ambassadors
- Allows for increased synergy and collaboration between departments and staff
- “Best-practice” model for student retention
The committee discussed ideas on how all students (freshman – graduate students) may learn about available resources. Scott Miller expressed concern for non-FEP students knowing about resources. It was shared that the freshman “101” courses in non-engineering departments may assist in information sharing.

The committee discussed the advantages of a website gateway as an immediate consideration to address resource information sharing concerns. Summer Young noted that the "learn.mst.edu" site is already established and could be revised and maintained.

Summer Young volunteered to serve as the “Champion” for the website.

Mary Ann Koen offered that the "On Track Student Success Program" could serve as a noted resource as well.

Committee members discussed general concerns about the success of first-year students and the possible strategies that could be employed to assist academically "At-Risk" students. Ideas offered included the “Hit the Ground Running” (HGR) program, the “Master Student” course, and the engagement of students in "developmental courses". Scott Miller and Jay Goff related that incoming freshmen that have "ACT English, Math, and Reading Readiness Scores" below success levels should be engaged in developmental courses.

Harvest Collier asked if the work group would develop a "phased" approach with a timeline to move forward with a student support model.

It was recommended that at the next Retention Committee meeting, Work Group #4 and its Action Item 1.2.9: Continue and enhance academic advising support and training by developing a Missouri S&T Advising Handbook and by developing and implementing a New Faculty Advisor’s Forum.

III. Next Meeting: January 14, 2010- 8:15-9:15 AM, Silver & Gold room, Havener Center

The meeting was adjourned.