Missouri S&T Retention Committee Meeting
September 9, 2010
8:15-9:15 AM


Members Absent: Harvest Collier, Jay Goff, Lee-Ann Morton, Will Perkins, Stephanie Rostad, Brad Starbuck and Summer Young.

I. Welcomed new members and everyone introduced themselves.

II. Review and Approval of Minutes
The committee members reviewed the minutes from the 5-6-10 meeting. A motion was made (L. Gragg) and seconded (R. Morris) to approve the minutes. The minutes were unanimously approved.

II. Old Business
Retention Committee Annual Report
One hard copy draft of the report was provided at the meeting. A current draft will be sent by e-mail for review and discussion at the September 23rd meeting. Once approved, the report will be presented to the Chancellor at the October 21st meeting.

III. New Business
--F Scott Miller expressed it is difficult to keep retention numbers up in a budget neutral environment, as well as carry over and accomplish the academic support goal from last year. He then led a discussion to determine the priority goals for this year.

Priority Goals for 2010 – 2011
a. Intrusive--Improve strategies for early, intensive and continuous intervention for students. (Student-faculty engagement, academic advising, academic support services, disability support services, peer mentoring, utilization of the academic alert system, etc.)
--Mary Ellen Kirgan explained applying this method to Math 2 and 3 will be a continuation of this effort and not duplication.
--Lynn Stichnote received clarification on how intrusive advising works from Miller and Steve Raper. There is an opportunity to address a training need to conduct the LASSI.
--Larry Gragg shared at the beginning of the course he administers the LASSI to determine strengths and weaknesses and then conducts a personal interview with each student to review the inventory. Grades increased.
b. Family--Continue parent and family support/outreach services to improve communication and campus engagement.

--Gayatri Bhatt handed out the business-sized card developed by the Division of Student Affairs for Parent and Family Advocacy. Tel: 573.341.4209 (answered by Tina Gorsuch in Student Affairs and directs the call) e) parents@mst.edu, w) parents.mst.edu, Google Groups: Missouri S&T Family Connection

--Rance Larsen inquired if this effort could also be geared towards prospective students’ parents? Can the card be shared at recruitment fairs? It was suggested further discussion among the Workgroup and in consultation with Mark Potrafka.

c. Advising--Enhance academic advising support and training.

--Scott explained he is trying to develop a more streamlined advising experience by automating some processes by utilizing the class scheduler feature with the hope of incorporating it into the Joe’SS System. Establish an electronic advising packet (including LASSI, notes—that could be public or private on Joe’SS). The idea is in the process of being vetted to IT and then discussed with the Provost.

--Laura Stoll requested selecting software one step beyond the electronic degree audit in order for advisors to be able to focus on developmental advising.

--Larry expressed concern about the path of least resistance on either the students end or the advisors end and that meaningful interaction might not occur.

--Tyrone Davidson suggested a restriction be placed on records similar to holds.

--Michael Schwartz shared that in general he had not heard major complaints about advising, but would continue the Student Council survey this year.

--Rance shared there is ACT test data available. He explained 70% of students participate now as self-identified and more will participate this year.

--Rachel Morris confirmed the data is available and can be used.

d. Fin. Aid--Continue focus on new financial aid resources to increase need-based student financial aid availability.

--Lynn explained resources are available for loans but not grants. She described the initiative underway with Development, “Silver & Gold Endowment”. This need based program provides a match with a university loan. Once Development staff is in place a “mini-campaign” will be discussed to secure scholarships.

The following members of Workgroups were established:

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<th>INTRUSIVE</th>
<th>FAMILY</th>
<th>ADVISING</th>
<th>FIN. AID</th>
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<td>Harvest Collier</td>
<td>Katie Jackson</td>
<td>Tyrone Davidson</td>
<td>Gayatri Bhatt</td>
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<td>Larry Gragg</td>
<td>Rance Larsen</td>
<td>Anna Gaw</td>
<td>Rance Larsen</td>
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<td>Zongmin Kang</td>
<td>Michael Schwartz</td>
<td>Mary Ellen Kirgan</td>
<td>Lynn Stichnote</td>
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<td>Rachel Morris</td>
<td>Carol Smith</td>
<td>F. Scott Miller</td>
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<td>Steve Raper</td>
<td>Laura Stoll</td>
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<td>Kristi Schulte</td>
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<td>(guest member) Tracy Wilson</td>
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### Reviewed Proposed Meeting Schedule and Presentations

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| September 9    | --Discuss Annual Report  
                 --Review Schedule & Topics  
                 --Determine Workgroup Chairs & Members | Gayatri Bhatt  
                      Dr. F. Scott Miller  
                      Dr. F. Scott Miller |
| September 23   | --Vote on Annual Report  
                 --Presentation on Non-Returning Student Survey | Carol Smith             |
| October 7      | --Inform about 4th Week Enrollment numbers  
                 --Presentation on Entering Freshmen Survey | Patti Frisbee          |
| October 21     | --Presentation on Annual Report to Chancellor | Dr. Harvest Collier |
| November 4     | --Inform “What Faculty Members Need to Know” Magnus Retention Report  
                 --Workgroup on _________ Present |                        |
| November 18    | --Workgroup on Financial Aid Present | Lynn Stichnote         |
| December 2     | --Workgroup on___________ Present |                        |
| December 16    | --Workgroup on___________ Present |                        |
| December 30    | NO Meeting                                                           |                        |
| January 13     | --Workgroup on Intrusive Present | Dr. Harvest Collier    |
| January 27     | --Inform about Pro Sessions Schedule  
                 --Workgroup on _________ Present |                        |
| February 10    | --Workgroup on _________ Present |                        |
| February 24    | --Workgroup on _________ Present |                        |
| March 10       | NO Meeting (Spring Recess)                                           |                        |
| March 24       | --Presentation on Student Council Survey Results Advisors              | Michael Schwartz       |
| April 7        | --Workgroup on___________ Present |                        |
| April 21       | --Inform about Pre-College Programs  
                 --Presentation on Student Council Survey Results Faculty | Michael Schwartz       |
| May 5          | --Inform about HGR  
                 --Inform about O-Week  

### III. Announcements:
--Laura and Lynn shared the following unofficial numbers:
- Enrollment: 7,122
- Financial Aid: up 10% on disbursements, 75% increase in Parent Plus Loans

### V. Next Meeting:
- September 23, 2010 at 8:15 am with a presentation on the Non-Returning Student Survey.

The meeting was adjourned.