

# MINUTES

## Missouri S&T Retention Committee Meeting

September 9, 2010

8:15-9:15 AM

**Members Present:** Gayatri Bhatt, Tyrone Davidson, Anna Gaw, Larry Gragg, Katie Jackson, Zongmin Kang, Mary Ellen Kirgan, Rance Larsen, F. Scott Miller, Rachel Morris, Stephen Raper, Kristi Schulte, Michael Schwartz, Carol Smith, Lynn Stichnote and Laura Stoll.

**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 23<sup>rd</sup> meeting. Once approved, the report will be presented to the Chancellor at the October 21<sup>st</sup> 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](mailto: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:

INTRUSIVE	FAMILY	ADVISING	FIN. AID
Chair TBD	Chair TBD	Chair TBD	Chair TBD
Harvest Collier	Katie Jackson	Tyrone Davidson	Gayatri Bhatt
Larry Gragg	Rance Larsen	Anna Gaw	Rance Larsen
Zongmin Kang	Michael Schwartz	Mary Ellen Kirgan	Lynn Stichnote
Rachel Morris	Carol Smith	F. Scott Miller	
Steve Raper	Laura Stoll	Steve Raper	
Kristi Schulte			
(guest member) Tracy Wilson			

Reviewed Proposed Meeting Schedule and Presentations

DATE	TOPIC	PRESENTER
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 4 <sup>th</sup> 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 --Review Draft of Annual Report and Plan for 2011 - 2012	Gayatri Bhatt

**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.