University Council Student Engagement and Success Committee
June 27, 2018  3:30 P.M.  SU 321
MEETING MINUTES

In attendance:  Michelle Byrne, Barb Caillet, Katie Cerrone, Ravi Krovi, John Messina

Absent With Notice: Debbie Gannon, Paul Levy, Jennifer Manista, Carrie Short

1. Welcome/Roll Call

2. Approved minutes of May 16, 2018 meeting

3. Discussed the draft copy of our annual report
   a. Accomplished goals of:
      i. Working with Communication Committee to examine improvements in communicating important information to students
      ii. Encouraging use of “Help A Zip” by faculty
      iii. Encouraging use of “Class Roster Verification” link on class roster by faculty
      iv. Examining central unit advising system (decentralized campus-wide)
   b. Top two successes:
      i. Comprehensive memo to faculty outlining tools available to help student retention and persistence
      ii. Completion of responses to topic submissions regarding the LGBTQ campus climate and use of analytics for student success
   c. Top two challenges:
      i. Communication channels not always clear or consistent
      ii. Balancing committee work with position responsibilities

4. Suggested goals for 2018-19
   a. Connect with Institute for Teaching and Learning to establish how to share best practices (Digest, Deans, workshops, etc)
   b. Examine ways to improve communication – e.g. from administration to faculty, from student affairs to academic affairs, from university to students, etc.

Next meeting: July 25, 2018 at 3:30 P.M. in SU

Respectfully submitted by Barb Caillet