

## 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