

University Council Student Engagement and Success Committee

July 25, 2018 3:30 P.M. SU 321

MEETING MINUTES

In attendance: Michelle Byrne, Barb Caillet, Katie Cerrone, Ravi Krovi, Jennifer Manista, John Messina, Carrie Short

Absent With Notice: Debbie Gannon, Paul Levy

1. Welcome/Roll Call
2. Approved minutes of June 27, 2018 meeting
3. Discussed 2018-19 committee goals
 - a. ITL Workshops – discussed possible themes, target audience, and best dates/times to offer. Each college could be asked to sponsor a workshop (selecting topic and presenter). Michelle's July 26 email follows:

Thanks for the collaboration yesterday in formulating some UC SES goals for the upcoming year. I spoke with Janet Bean (another ITL leader) about the series and she agrees it's a good idea. I would like to propose to do some brainstorming/planning via email so that Ravi has something more complete to take to the deans' meeting. Ravi, is the next deans' meeting this coming Tuesday, July 31? Would you like to have something for that meeting or the following one?

We need to consider the following items:

1. Name for the series.

I did some brainstorming. Options to consider:

ART of Teaching (Advance, Renew, Transform)

High Impact Innovations (HII Series)

What Works Wednesdays (if we have it on Wednesday)

Feel free to add ideas to this list.

2. Dates

I have an assessment series on Tuesdays. Tuesday, Wednesday and Thursday afternoons tend to be the best days for these events. We could do Fridays, though I have reservations about that. I would prefer Wednesdays and propose we do the 2nd Wednesday of the month: Sept. 12, Oct. 10, Nov. 14. That way, they are done by before Thanksgiving.

3. Sept. session

Because we need to plan that one ourselves, I suggest we contact faculty we know who would be good for this. I can look at the instructors who taught Unclasses for the EXL Center and talk with Carolyn Behrman to

see if they could fill that first spot, but if you have ideas, please let me know. I am happy to make the contact if you'd like.

Please reply all so that we can do this via email.

- b. Improving communication/assessing delivery of services to students – discussed researching and writing a recommendation to develop policy concerning this topic, including but not limited to:
 - i. What incentive results in early enrollment?
 - ii. How does the bill due date impact timing of registration?
 - iii. How do we best communicate with our CCP population?
 - iv. What mechanism best suits our communication needs?

Next meeting: August 15, 2018 at 3:30 P.M. in SU

Respectfully submitted by Barb Caillet