



## Student Success Initiative Steering Committee

Date: February 11, 2011  
Chair: Mike Midgley

Time: 11:30 pm  
Location: HBC 502

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### MINUTES

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**Agenda Item:** March Agenda Items

**Presenter:** Mike Midgley

**Discussion I:**

SSISC would like an update on the SSI project submission process.

**Decision/Actions:**

To be placed on the March agenda: SSI Project Submission Process

**Follow-up Items:** Mike Midgley will ask Susan Thomason to provide an update of the SSI project submission process to the SSISC prior to the March meeting (via Blackboard). This will allow the SSISC to be prepared for discussion with this March agenda item.

**Person(s) Responsible:** Mike Midgley and Susan Thomason

**Discussion II:**

A suggestion to reconsider course load limits with respect to specialized courses and populations such as Deaf students and MOD was discussed. Courses are cancelled when the minimum student requirement per class is not achieved; allowing exceptions for courses such as PSY 1300 and MATH 0385 that support these specialized areas is desirable. On this same note, Dr. Kinslow added that we should also discuss; what to do in the event the course is cancelled.

**Decision/Actions:**

To be placed on the March agenda: Course Load Limits

**Person Responsible:** Mike Midgley

**Discussion III:**

QEP update

**Decision/Actions:**

To be placed on the March agenda: QEP Update

**Person Responsible:** (not sure, Constance Elko)

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## Student Success Initiative Steering Committee

**Agenda Item:** Communications Plan & Retreat

**Presenter:** Brette Lea

**Discussion:**

PICM have formed SSI communications teams, one for student communications and the other for internal communications. So far, both teams have met twice. The objectives of both groups are to eliminate redundancies with communication efforts with respect to the needs of our audience.

The internal team is tri-chaired by Terry Moucheyla, Derek Thomas, and Brette Lea. This team has planned a full day professional development event to be held on Friday, March 4, 2011. Sue Kirkland, a marketing expert and an expert in Achieving the Dream colleges will lead this effort through various marketing exercises. There are 120 slots available for this event and available to faculty and staff to receive professional development credit.

The student team is tri-chaired by Lori Blewett, Dorado Kinney, and Linda Kluck. This team is in the process of conducting an audit to discern redundancies in communication efforts. The registration process is one example of an area that will be addressed by this team.

PICM is also in the process of developing a landing page for faculty and staff that provides a consistent look and feel to meet the needs of *all* end users. This "news resource" area will allow the user to search and breakdown information that has value to them. Eventually, this concept will be available throughout the college.

A communications survey will be forthcoming asking staff how they would like to receive their information.

**Agenda Item:** Late Registration Policy

**Presenter:** Mike Midgley

**Discussion:**

The Academic & Campus Affairs Council (ACAC) is discussing the Late Registration policy. Due to the recent inclement weather, the last ACAC was cancelled. The next meeting is scheduled for March 4, 2011 and the subsequent meeting is scheduled for April 4, 2011.

ACAC will continue to work with the Associations and will have another discussion with Student Government before a decision is made. Through these discussions, ACAC has reconsidered their initial proposal to the Late Registration policy and the following is now under consideration:

- 1) New students have to be registered for classes by the time class starts.
- 2) Continuing students can Add/Drop classes the first two days of the semester.

Once a decision has been determined, the course catalog and the course schedule will reflect the change. This Late Registration policy does not change any reasonable resolution to problems as they may arise.

**Follow-up Items:**

This item will be on the ACAC agenda to take action. ACAC would like to implement changes to the Late Registration policy, fall 2011.

**Person(s) Responsible:** Mike Midgley

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## Student Success Initiative Steering Committee

**Agenda Item:** SSI Target Goals Proposals

**Presenter:** Mike Midgley

**Discussion:**

At this time, Rich Griffiths is working on a report format that will integrate data with the OIEA reporting structure. As previously discussed, SSI target goals will be aligned to the statewide initiative, *Closing the Gaps*, since that underlies much of the ACC Master Plan. The sub-committee previously established will meet prior to the next SSISC meeting.

**Follow-up Items:**

Sub-committee will meet to discuss SSI Target Goals prior to the next SSISC meeting. Sub-committee members are; Rich Griffiths, Mike Midgley, Gaye Lynn Scott, Debbie Sackett, and Femi Onabajo.

**Person(s) Responsible:** Mike Midgley

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**Agenda Item:** QEP Proposal

**Presenter:** Constance Elko

**Discussion:**

The QEP sub-committee met on February 10 and discussed how to proceed based on SSISC recommendation to use a Math model for a QEP topic. David Borden and Constance Elko are working together on a framework of what this model will look like. Their goal is to bring back a model that can be shared with SSISC showing a global perspective and open up discussion to the SSISC. Once the framework has been identified, other entities such as the Learning Labs will be incorporated to the model.

Constance Elko shared with the group that Kirk White would like to see that the QEP incorporated into Continuing Education, and she agreed that this model is useful for any program with Math requirements.

Dr. Kinslow suggested that Soon Merz write a 1-2 page Abstract on what SACS expects for a QEP and general criteria for evaluating it. He also suggested that Soon provide an overview of what our capacity is over data collection in Continuing Education.

**Follow-up Items:**

- 1) Global perspective of QEP model
- 2) Abstract on SACS expectations of a QEP and an overview of capacity over Continuing Education data collection.

**Person(s) Responsible:** 1) Constance Elko and David Borden

2) Soon Merz

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**Agenda Item:**  
Black Student Success Committee Activities

**Presenter:**  
Keithon Kerley

**Discussion:**

The Black Student Success Committee (BSSC) had a meeting to discuss goals for students' success. Once sharing those goals with Dr. Stephanie Hawley, BSSC learned that their goals were similar to AtD goals. Going forward, the BSSC will work with the college toward common goals. The BSSC is in the process of appointing campus representatives to serve as a resource to students. The second step in this grassroots effort will be to develop mentors with the help of Dorado Kinney.

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## Student Success Initiative Steering Committee

**Agenda Item:** Math Department

**Presenter:** Constance Elko

**Discussion:**

The Developmental Math Advisors (DMA) met with students, in class, at the end of the fall semester and encouraged them to take the COMPASS test. Students that pass the COMPASS with a score of at least 39 can enroll in credit math courses.

The week before the spring semester started, advising sessions were held. Then, during the first week of class students were encouraged to work with their DMA for monitoring efficiency.

Training and constant communication with faculty and students are ongoing and are well received.

MATD 0385 was offered in 11 sections this past fall and 77.45% of 186 students passed this course.

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**Agenda Item:** Mandatory Orientation

**Presenter:** Lori Blewett

**Follow-up Items:**

To be on SSISC March agenda (Lori Blewett absent)

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**Agenda Item:** Faculty Coaches

**Presenter:** Terry Mouchayleh

**Discussion:**

Faculty Coaches are making great progress; they are breaking out into teams, working with Rich Griffiths in OIEA, ID Specialists, and preparing for a college-wide update in May.

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