

Professional Council Meeting
Minutes, 11/4/05

Present: Chris Carter, Dianne Chandler, Matt Dilworth, Todd Duke, Dennis Hicks, Jerri Libert, Mary Mahank, Cheryl Stafford, Cynthia Vaughn, Tammy Williamson, and Belinda Wyss.

President Todd Duke asked for comments on the SMP document dealing with improving student success that he forwarded to PC members recently. Cynthia noted that the Chancellor wants professional council to review and comment from a non-academic viewpoint and relay the group's suggestions to the SMP committee.

Observations

1. Dennis said enrollment services supervisors met this week and respective comments were discussed. He distributed SMP recommendations from the registrar's office.
2. Matt asked about levels of measurement of student success.
3. Cheryl noted that graduate rate is the new "hot" topic instead of retention.
4. Mary stated that we do not currently capture each student's goals – maybe to take one class only; therefore, many students may actually be achieving their goal(s) and we are not aware of it.
5. Belinda noted that the advising center is beginning to capture students' objectives in learning plans, and the advisors are developing a survey using the eight learning objectives that will interact with SIS. Additionally, a live advising site on the advising Web site is currently being utilized.

Suggestions for Consideration

1. Culture of Success – need a definition of student success and measurement tools; determine ways to capture student success and goals other than grades
2. Track a cohort of 100 or so students for measuring student success as per their respective goals
3. Culture of Success – “annual reviews should include a section in which **employees** (not just faculty) document the ways in which they personally contributed to student success
4. Collaboration with Area Public Schools - change to collaboration with **area schools** instead of public schools
5. Do not offer 100 level courses only on-line, and improve how students can be evaluated before the end of the semester for on-line courses
6. Work to improve availability of faculty advisors, especially in the summer months
7. Utilize Fridays and weekends or extend hours Mondays through Fridays and close on Fridays
8. Continue to improve faculty compliance with verification of class rosters. In fall 2005, the rate of compliance was 71%, vastly improved from five years ago, but still needing to increase.
9. Remind ourselves of the culture many of our students are coming from. We need help in understanding their situations.

10. Set up a clearinghouse to send accept suggestions. We are small enough to deal with many issues, some of which were relayed to the group.

Other

1. Tammy – we need more Professional Council members to support the annual fund and the PC Scholarship. Payroll deduction forms were distributed.
2. The group agreed to sell holiday ornaments again this year as a fund raiser for the PC Scholarship.

Meeting adjourned.

Respectfully submitted,

Tammy Williamson, Secretary