

## Student Engagement Committee Minutes

October 24, 2012, 1pm – 3pm

FB B114, NM E132

**Present:** Ben Braswell, Beth Danberry, Jeanne Ender, Candy Laven, Lisa Schickling, and Marilyn Weber

**Not Present:** Rochelle Ament, Pam Becker, Linda Beer, Amanda Behm, Heidi Beske, Erin Haroldson, Christina Hinz, Mitzi Kennedy, Donna Marzolf, Pat McAuley, David Miller, Susan Mucha, WC Sanders, Kayla Sandersfeld, Darci Stanford, Tracy Stokes-Hernandez, and Xavion Turey

**Meeting logistics: Additions to Agenda, Approval of Minutes, Any Updates -** Minutes of the September 2012 were approved. Ben Braswell stated that he would update the SEC email list group and include attachments on the calendar.

Student Engagement Practices - Ask Anyone: Collaborative Advising for Retention – Kayla Sandersfeld and Rochelle Ament will present information about student retention and advising on Monday, Oct. 29 from noon to 1:00 p.m. for both the Faribault and N. Mankato campuses. Beth Danberry will email an all-campus reminder for the presentation.

November Presentation: *Ask Anyone: Framework of an Engaging Classroom* - presented by Ben Braswell and Pam Becker (November, date & place TBD).

*Be an Ask Anyone Employee* – A panel discussion meeting is tentatively set for Nov. 27, 2012 at noon with ITV access (Fbo C37, NM E130). Lisa Schickling and Marilyn Weber will talk with Trio, Financial Aid, Student Life, Advising, and Registration departments for panel participants willing to present a quick guideline and overview of services available, followed with a Q&A session. Also, Beth will contact Christina Hinz about the Resource for Student Success brochure for circulation.

Future Student Engagement forum dates - Possible presentation – topic “Data”, January 23 or 24, 2013. Beth will review presentation topic.

setup 10/29/12 10:02 AM  
Comment [1]: Added rooms

January 10 and 11, 2013 are Faculty workshop days and would be an opportunity to present information about services in a breakout session. Discussion about possible break-out session topics including Teaching Across Curriculum followed. Ben will contact WC Sanders to discuss three presentation topics. Also, a presentation schedule, topic suggestions and evaluation on half-sheets will be given to participants at each forum.

**Meeting procedures** – Meeting procedures from the Higher Learning Commission meeting last April indicated that meetings would be more successful and continuous improvement made if at the end of the meeting, three questions could be incorporated. These questions are:

- 1. What quality improvement activities did we address today at the meeting?** – Continual Improvement by taking action steps, Ask Anyone and Noel Levitz
- 2. What processes are we improving based on our decision?** - Moving forward on Student Engagement Plan and working on division meetings
- 3. What data did we use in making our decision?** - Evaluate data from survey form after the presentation forums. Ask Kayla for survey questions
- 4. Action item – timeline – assigned person** – Determine action items, timeline and who is doing what to continue to move forward with agenda items tasks.

**Pam's suggestion to visit other department/division meetings and gather Best Practices in student engagement currently being used – Update** - Beth visited Ryan Langemeier's department and collected input information to share with SEC. Several committee members will go to the LAS meeting to gather information, ideas and report their best practices. Jeanne Ender will talk with Suzanne Nordblom to determine what the trades departments do within their programs to engage and retain students.

**Budget – clarification on a request** - Darci S. requested \$100 for food for a Child Development Introduction meeting via an email sent on Aug. 30, 2012. A Funds Request form was not completed, so will ask that the form be completed before it is considered for payment. SEC funds should be used for retention efforts and

transferred to the program department upon approval. Guidelines should be established for funding purposes. Discussion followed.

**SE Forums – Ask Anyone Forum Topics survey results, formalize topics & presenters for future forums** – Beth reviewed and compiled Ask Anyone Forum Topics survey information completed by 40 people. The goal from the survey is to do two informative presentations per month which would include academic and services information. Discussion followed about creating a panel of department people to discuss the services they provide and students who are a good fit for programs to present in time for new students and finals information.

**6 Mega Trends of Enrollment – David Miller** – Dave is not present.

**Student Success Day - follow-up** – Beth sent the deans an outline of Student Success Day activities and asked them to ask faculty for volunteers to chair this year's event. Beth will follow up with the deans on any faculty interest. Discussion followed.

**SEC Plan – keep working on** - Student Engagement Plan – 5 objectives draft. The Committee talked about the work that is currently being done per the plan, action items and updating of the plan. The objectives need to be narrowed down to include completion dates, etc. A sub-group will be created to review this plan. Beth will work on the plan for a 3-year timeline. Lisa will help map out action plans too. Some of this plan can also be incorporated into the Retention Plan.

35 Good Practices in Retention – Linda, Kayla and Beth reviewed the Noel Levitz list of “35 Good Practices” and listed what SCC is already doing in each area. Linda will submit an article to the Connection Newsletter and also promote the Student Engagement Committee goals.

**Next Meeting** – The next SEC meeting is scheduled for Nov. 28, 2012.