

## Student Engagement Committee Minutes

Monday, December 1, 2014 at 11:00pm -12:00pm in Room E132 and Room B109

**Present:** Candy Laven, Susan Mucha, Lisa Schickling, Heidi Wyn, Beth Danberry, Marilyn Weber and John Engquist

**Not Present:** Jeanne Meidlinger, Dr. Kimberly Roan, Juanita Schueler, Ramiro Alvarez, Elizabeth Prange, and Dr. Tarnowski

### AGENDA

1. SE Committee as SCC's "Clearinghouse" of Student Engagement/Student Success Efforts
  - Timeline/operation calendar and draft of language explaining the idea
2. Student Success Day
3. SE Committee Newsletter

SCC Shared Calendar and Clearinghouse – continued discussion of a college-wide calendar that would become a clearinghouse for college events and activities. The calendar could include dates, times, locations and descriptions. Beth Danberry will design a Mach form to collect the information, and work with Dr. Tarnowski for input and further direction on how best to get buy-in from faculty and staff. Further discussion included how the clearinghouse calendar information would be collected, used, administered, and monitored.

Lisa Schickling reviewed the AMP program and design. The Committee discussed ways of tracking student attendance in the classroom and reaching out to students who may be at risk of not completing their program degree. This information would be used as part of the Early Warning Alert System and Retention program. In addition, Instructor and Advisor holds would be considered and a canned message or communication sent to students regarding their academic status.

Student Success Day – Susan Mucha talked about the need to provide information to students earlier in the term so they could use the information to help them be successful in the remainder of the term. Marilyn Weber said the Noel-Levitz program has tools available to help access information that students need to know now. It was decided that Student Success Day event should be separated from Grad Fest and the Job Fair and scheduled for Feb. 10 on the Faribault campus and Feb. 11 on the N. Mankato campus. Beth and Susan will craft an email to faculty and students to market the event and work with Shelly Megaw.

SE Committee Newsletter – Susan agreed to be the editor/writer for the SE Committee newsletter. The newsletter will include helpful links, feature services available to students and a segment about faculty best practices. The SEC will work with faculty and students to determine topics for break-out sessions and announce the Student Success Day schedule of events in the newsletter and at the next faculty in-service in January.

**Next Meeting:** The next meeting is to be scheduled in January, details to follow.