

Achieving the Dream

Minutes for First Year Experience Meeting

Tuesday, July 15, 2015

Attendees: Stephane, Brennon, Kalie, Cindy, Stacy, Dawn

1. Notes from AtD Leadership & Data Team:
 - a. Encourage people to join sub-teams
 - b. Report from Patti Miller (part-time instructor who attended the National DREAM Conference). She was very energized and inspired by what she learned and the opportunities at DACC.
 - c. Data shows a decrease in the retention rates of black students.
2. Success in College Update:
 - a. Stacy will email Andrew Kerins to get an update for the next meeting.
 - b. We are offering 2-3 sections in Fall 2015 that are “Investigations” based. Carla Boyd and Ryan Minier will be the instructors.
3. Mandatory Advisement Sub-Team Update:
 - a. Stephane reported that she will be out for 4-6 weeks (August 18 – October). However, she is trying to get the new Counselor position hired before she is out. She is also working with Phillip Langley on the developmental education embedded-advisement.
 - b. NACADA memberships have been purchased.
 - c. NACADA training plans are being developed
 - d. Various success measures are being reviewed to determine which ones will be appropriate for our strategies implemented.
 - e. Discussions on final implementation plans have taken place with Admissions/Registration.
4. Degree Audit Sub-Team Update:
 - a. Degree Audit has been made available to advisors. Brennon found it very helpful.
 - b. Cindy says that there are still a few bugs to work through: 1) variable credit; 2) substitutions/waivers are attached to programs of study, not just the student.
 - c. We will market the service/program to students this fall.
 - d. It would be great if we could implement a scanning system to store student records and plans. Parkland has one that they recently implemented. The cost was only \$45,000 which is considerably less than systems we’ve reviewed in the past. A document imaging system would be helpful to students and staff, especially with the Mandatory Advisement program.
5. Retention/MAP-Works Update:
 - a. Based on student need, low student/staff use, and the resources available, we will be moving to a MAXIENT software for student retention alerts. Students and staff will have greater access to the software, without all the hoops to jump through. Maxient should be up early this fall.
6. Career/Tech Recruiter:
 - a. Dawn reported that Community Day was a great event to attend.
 - b. Several staff members have been working at local fairs and events to boost community support and recruitment.
7. Team Goals/Focus for FY16:
 - a. Mandatory Advisement Project
 - b. Maxient/Student Retention Communication System
 - c. Communications between front-line offices.

- d. Student orientations, especially for online learning.
- e. Improved retention for black students. Additional research is needed.
- 8. Other Items from the Floor:
 - a. Orientation data presented.
 - b. To improve enrollment management, we will be re-instituting several practices to improve communications with students and to maximize section capacity.
 - i. All students will be mailed a registration statement in late July.
 - ii. The payment due date will be backed up to 10 calendar days before the start of the class.
 - iii. Sections will be overloaded by 2 (to make up for the number of students that drop between the first day and tenth day).
 - iv. Sections that are over-enrolled will be reviewed for non-payers (a sort of soft-purge process).
- 9. Future Meeting Schedule: The second Thursday of each month at 1:30 pm seems to work well for everyone. The following dates have been scheduled based on this discussion:
 - a. Thursday, September 10th @ 1:30 pm in Laura Lee Room
 - b. Thursday, October 8th @ 1:30 pm in Laura Lee Room
 - c. Thursday, November 12th @ 1:30 pm in Laura Lee Room
 - d. Thursday, December 10th @ 1:30 pm in Laura Lee Room