The meeting was called to order by committee chair Teresa Galyean at 1:35 p.m. due to the college being on delayed schedule.

I. Approval of December minutes (attached to the calendar invitee)

The minutes for December 10, 2014, meeting were presented for approval. Kent Glindemann made a motion to accept the minutes as presented. Donna Fender seconded the motion, and the motion was approved.

II. Work Group Summaries (attached this e-mail)

Teresa asked that the discussion of full-time students verses part-time students be tabled until next meeting due to the shortened meeting time.

Teresa reminded the members to be thinking about a budget stating that an initial budget would need to be sent to the President’s Cabinet soon, to Dr. Proffitt by the end of February, and that a more detailed budget would be due later.

Members discussed some of the ideas that came up during their workgroup meetings. Lorri Huffard had suggested that a warm welcoming environment was needed for students, possibly a coffee bar in the library. Donna Fender brought to the member’s attention the current student
lounge has a very sterile feel and is more of a walk through stating that more comfortable seating would be a more inviting environment for student to stay and socialize.

Small groups then swapped the student learning outcomes to find similarities between the groups that would help to narrow the focus.

III. Discussion of possible Student Learning Outcomes – identify two to five

All members came back together after small-group discussion Jamie Edwards, Renee Thomas, and Katherine Asbury noted that the similarities that they found were with the organization, SDV classes, and developmental. Many members agreed that they had noted issues with the SDV courses.

Teresa stated that the SDV course might be a good vehicle for intervention. Donna Fender mentioned that some parts are mandated by the VCCS. Renee said that there are some that are mandatory but others are optional. Teresa pointed out that a rubric could be used for the development of an academic plan. Renee stated that the VA Wizard had this feature and that the transfer and financial aid pieces were good but the academic planning piece could use some help. Members stated that the SDV classes had about 600 registered in the Fall and 130 in the Spring. Renee reminded the group that if changes were going to be made to SDV that they would need to be decided by March in order to make the arrangements in the schedule and with Financial Aid. Teresa said that it could be run as a pilot in the Fall.

Members discussed the possibility of making the SDV classes discipline specific. Lorri Huffard stated that the Allied Health programs already had an SDV course specific to their area.

Rhonda Catron-Wood mentioned that she had been in contact with a donor who is interested in student retention instead of scholarships. Rhonda said that Larry Corvin might be willing to help with funding.

Teresa posed 3 questions for thought; what kind of experience are we wanting, should SDV be broken by content area, and what do we want students to receive?

Susan Evans noted that in her small group that they discussed the need for more point to point contact and the possibility of students going in small groups through a schedule to meet with their professors. Rhonda mentioned having student ambassadors as a point of contact and using a diverse group of student ambassadors to meet the needs of more students.

Teresa mentioned having assessments at the beginning and end of each SDV course.

Donna pointed out a real need for students to be able to successfully use their devices correctly and efficiently on campus.

Jenny Buchanan mentioned that the first year experience should really begin with the very first interaction. This would include having them ready to begin classes the first day. Waiting until the SDV course may be too late. Jenny also mentioned that with the large variety of students that we serve that it might be beneficial to look at more intensive 10 week sessions. Members
stated that other colleges were trying these more intense sessions. Members also discussed the idea of a pre-orientation to be offered in the summer to make sure students would be better equipped when fall classes began.

Susan, Rhonda, and Donna all reiterated the need for people to be in the hallways and available to help students find their way around and greet students.

Members agreed that three intervention areas that we might address were pre-orientation, SDV classes, and technology.

Teresa reminded members to be thinking on best practices and viability. Teresa also directed members to page 49 and 50 of the SACS handbook to decide on document formatting to make sure that all documents were formatted the same.

IV. Possible Acronyms for new QEP -

Two acronyms were submitted. Natasha Puckett submitted SPIFY – Students Participating In First Year. Members added the possibility of adding fun and/ or fabulous first year. Susan Evans submitted WCC FIRE.

With a few minutes left members talked about beginning to identify students to be involved. Kent also provided handouts of the 2014 enrollment summary and suggested that only using full time would not give a large enough data sample. Teresa asked that Kent pull some numbers about the SDV classes for the past few years to get a better idea of that sample size. Members were also reminded to mark their calendars for the upcoming meetings.

V. Upcoming Meeting dates – (please mark your calendar)

January 21, (Grayson 219)

January 28, (Grayson 219)

January 30, (Grayson – Mark Smith)

February 4, (Carroll 203)

February 18, (Grayson 219 )

February 19 (Mary Kirk visit – location TBA)

Minutes drafted by Keisha Stuart - 1-20-14