MINUTES

Members present: Lynn Stauffer, Wilson Hall, Jen Lillig, Stacy Murray, Karen Moranski, Jamie Zamjahn, Katie Musick, Alvin Nguyen, Thaine Sterns, Chiara Bacigalupa, and Natalie Sanchez

Guests: Lisa Noto and Vic Liptak

Staff: Kim Purdy

Agenda

1. Reports from Action Groups
2. Preliminary Progress Update on GI Hiring
3. EAB/Student Success Collaborative - Kickoff on February 9
4. NSSE Update - roll out dates?
5. Graduation Outreach
6. Retention Report

3:00pm – Dean Lynn Stauffer called meeting to order, minutes reviewed and agenda. Introductions made for new members.

1. Action Groups and Discussion of Action Plans
   a. Best Practices in Improving Retention and Graduation Rates
      i. Team is working with a google Docs, they have not met since fall.
      ii. Expect to have report ready to share at the next GIG meeting
   b. 0% Achievement Gap
      i. Team members identified: Susan Gutierrez, Heather Smith, Leslie Shelton, Emily Hinton and Khou Yang-Vigil
      ii. They expect to have two additional meetings before issuing recommendations
   c. Transfer Students
      i. Membership: Jamie Zamjahn, Alvin Nguyen, Elisa Velazquez-Andrade, a student to be identified
   d. Recruitment and Diversity
      i. Team expects to meet prior to the next GIG meeting

2017 -- 2018 Meeting Dates
Mondays, 3:00 to 4:30
8/28, 10/3, 11/6, 12/4, 2/5, 3/5, 4/2, 5/7
Sonoma State University  
Graduation Initiative Group (GIG)

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2. GI 2025 Budget update
   a. Additional hires have already completed for: EOP (coordinator and ASC) and the UndocuCenter
   b. Search for two undeclared advisors should launch for later this month.
   c. School of Science and Technology has hired a school based advisor and MESA coordinator
      i. New advisor has recommended staff outreach training on ARR and GE, creating access to information
   d. Two Tenure Track hires
   e. 14 more positions will open in advising and continue to move forward
   f. Faculty release time for Undergraduate Studies and General Education
      i. Will provide support to the Schools for GE
      ii. Will be tenured faculty only, 8 units
   g. Chancellor’s office wound up absorbing much of the cost of EAB which allowed us to direct funds earmarked for EAB to additional hiring
   h. Impact of these changes will not be felt until Fall when the additional advising staff is in place

3. EAB
   a. There are upcoming information sessions for staff and faculty to attend, learn, and participate
   b. After that a final timeline should be in place
   c. A SSU team visited CSU East Bay to review the utilization of EAB at their advising center.
      i. East Bay is not currently utilizing the early warning system.
      ii. Viewed the student side of EAB, which allows students to set their own appointments, select a specific advisor
      iii. Advisors can schedule tutorial sessions for students and monitor their attendance
      iv. Faculty may opt-in for using this for their own appointments
      v. Expect to pilot this for Fall 18
      vi. Faculty will be included in the training through an advising analyst, Justin Lipp, and the available EAB resources (online webinars)

4. NSSE
   a. SSU conducts this every 2 years
   b. Timing is coordinated with COPLAC so we can look at common themes across institutions
   c. Survey is disseminated via email, links are open to students through June 1
   d. SSU has historically low participation which devalues the data
      i. Considering using incentives to increase response rates: wolfbucks, Amazon
      ii. Announce, encourage and suggest using class time
iii. Extra credit
iv. Charlie Brown drink coupon
v. Lobovision to increase visibility has been successful
vi. The survey is shortened this year and takes 20-30 minutes to complete
vii. It would be interesting to build analysis of the survey into FYE curriculum, make it a critical thinking exercise
e. NSSE is enormously beneficial due to the volume of detail
f. These surveys are consistently bimodal
g. If we can get to 25-30% participation the data can really help SSU

5. Graduation Outreach
   a. Last year’s outreach was very successful
      i. Faculty was paid to contact individual students
      ii. Cost of $300k, not sustainable
      iii. Still considering alternative models that will be more sustainable
   b. Registrar’s office is working on a Qualtrics to reach out to students via email and text
      i. Gather information on the 1-3+ students to measure their contact, see if the departments are reaching out
   c. SSU offered 925 seats in WIC courses, 37 sections
d. 3,000 WEPT tests, about 1/3 were replaced with WIC seats
e. Average unit load is up

6. Expect to have the retention report for next meeting

Meeting adjourned: 4:30pm, minutes prepared by Kim Purdy.