

**Student Academic Success Committee
Meeting Minutes
February 24, 2006 (revised 2/2/06)**

Persons in attendance:

Gail Johnston, Sarah Kirk, Debbie Narang, Connie Fuess, Kathleen Voge, Kamal Narang, and Tom Skore, Dave Fitzgerald, and Lauren Bruce

Guest Speakers:

Linda Lazzell, Vice-Chancellor of Student Affairs
Vara Allen-Jones – Assistant Vice Chancellor - Academic and Multicultural Student Services

Item 1L Attrition at UAA – Update on Progress

Below is a summary of the committee members’ and guests’ collective knowledge regarding the status of the Prioritized Recommendations from the Attrition Committee dated November 5, 2004.

Item	Brief Description	<i>Feb. 24, 2006</i> Status / Responsibility
Enhance course placement – Item 1a	Require placement test scores for students prior to registration	Done. Non-mechanical interventions have been implemented for students who test into ESL or PRPE courses.
Enhance course placement – Item 1b	Validate Accuplacer test scored.	Completed. Faculty are completing this. There is a need to validate results with OPRA. Need to check with Gary Rice to create a report on reduction of attrition.
Enhance academic support – Item 2a	Map existing academic support programs.	What can help faculty point students in the right direction? On-line resources? Funding is needed. Are more paper resources required?
Enhance academic support – Item 2b	Coordinate new and existing academic support resources.	Yes, new web page available (http://edit.uaa.alaska.edu/advising-testing/academic/). Newly added advisor advertising in class schedules. New student checklists provided. A pathway for faculty and staff advisors is also needed.
Enhance academic support – Item 2c	Create a Supplemental Instruction Program where attrition levels are high.	Completed for three courses.
Enhance academic support – Item 2d	Create a Reading and Writing Across the Curriculum program.	A few meetings have taken place by interested faculty through CAFÉ. April 2006 planning underway.
Enhance academic support – Item 2e	Create on-going mini-grant pool for experimental support programs.	Unsure if progress made. Some money is available, though, not certain if this is included in those larger pools.

Item	Brief Description	<i>Feb. 24, 2006</i> Status / Responsibility
Reinforce effective educational practices – Item 3a	Provide additional faculty development opportunities.	Done. Thanks to CAFÉ.
Reinforce effective educational practices – Item 3b	Continue CAFÉ’s New Faculty Seminar Series	Done. Series is continuing.
Reinforce effective educational practices – Item 3c	Implement week-long, paid, new faculty, pre-contract training.	No pre-contract training...though updated / enhanced training occurring.
Reinforce effective educational practices – Item 3d	Design and implement a week-long training to assist faculty with integration of technology.	Done. Technology Fellows Program held in Spring 2005.
Increase access to orientation – Item 4a	Increase access to orientation.	Done. Lora Volden reported orientation activities to SAS Committee in Fall 2005. Orientation / Student Affairs reorganized in March 2005. Newer initiatives include TRIO program and the peer advising program. Various avenues of increasing student access to orientation are being reviewed which include the use of technology to provide access to non-traditional and out of town students. The use of technology as a means of orientation is not meant to replace face-to-face orientation. More funding must come through PBAC process. Students still need some type of “hook” to make orientation even more desirable. Ideas include having orientation participant-only course sections, where seats in a section of a course will be held open and made available only to those students attending orientation. Some colleges welcome events for students throughout their first year. Other ideas / activities include peer ambassadors, “head start” programs, etc.
Increase general and academic advising – Item 5a	Provide additional trained advisors for first-time freshmen.	There are more trained advisors...though not enough. Yes. Confirmed by Vara Allen-Jones.
Increase general and academic advising – Item 5b	Link placement testing to timely advising.	ACCUPLACER testing is now available for many hours per week with no waiting. Students who place into ESL or PRPE courses have immediate advising by CPDS faculty available. ACCUPLACER may be offered in the Anchorage School District.

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Increase general and academic advising – Item 5c	Offer faculty training in academic advising.	Done through CAFÉ sessions. More is needed.
Increase general and academic advising – Item 5d	Hire trained faculty to provide summer academic advising.	General advising is being provided by professional staff positions. Department chairs are usually expected to handle summer advising loads for continuing, transfer, and degree-seeking students in their major.
Increase general and academic advising – Item 5e	Develop additional peer mentoring and advising programs (student to student).	Unknown.
Commit university resources – Item 6a	Provide staff, training, and financial support to increase access to orientation, placement testing, and advising.	Reorganization is complete. Testing and advising is moving forward. GRE now web-based with no long waits for students. Everything is being done on-line. If all first time degree-seeking students were assessed an orientation fee, that would fund all orientation events and needs.
Commit university resources – Item 6b	Target groups for mandatory orientation, advising, and placement upon admission.	AHAINA, Native Student Services, and DSS are working with Orientation to make sure that students in identified groups are included in orientation activities and that their specific needs are addressed.
Commit university resources – Item 6c	Create tracking systems to identify ongoing needs and to target assistance to high-risk groups.	Patty Itchoak has a tracking system that is currently in test mode. Vara Allen-Jones will send the SAS committee this information via e-mail. The system is linked to BANNER (BANNER advising?). It provides the ability to track advising information, student appointments, and referrals from advising contacts. Secure site with approvals needed for access.
Commit university resources – Item 6d	Evaluate and sustain ongoing efforts to lower course attrition and improve student retention and success.	Through coordination with Academic and Multicultural Student Services (Tara Koeckritz) and a faculty committee, a report on Supplemental Instruction (SI) is being finalized. An Executive Summary of the report was provided. Results indicate that SI was a SUCCESS!
Commit university resources – Item 6e	Continue support for faculty development in best practices pedagogy.	Done. Though CAFÉ funding, like all funding, is at risk. This is the first year where CAFÉ experienced under funding.

Action Items / Follow-Up Required for Future Spring 2006 Meetings:

- Reserving seats in specific courses / sections for first time degree seeking students who attend orientation. Vara Allen-Jones will gather information about *what* courses first time freshmen are registering for. Follow-up in April meeting.
- SAS will invite Gary Rice to one of the March meeting.
- Investigate the Patty **Itchoak** and a tracking system for advising students.
- Item 2a. Mapping. Connie Fuess will work with Vara on this in the future.
- **The Supplemental Instruction (SI) program needs to be recommended for continuation past the Spring 2006 semester. The recommendation should be addressed to Linda Lazell to request more funding need—initiative funding —so that she can take this request/recommendation to PBAC. We need another year to collect data on how well SI is working. Vara Allen-Jones will send a two-page SI information to be included with Faculty Senate minutes. SAS will gather all the information needed to inform Faculty Senate and ask for them to endorse our recommendation.**

Upcoming Meetings:

Friday, March 31

Friday, April 28