



## Office of Student Success

### UNIVERSITY of ALASKA ANCHORAGE

To: Provost Denise Runge and Vice Chancellor Deanne Woodard

From: Ray Ball, Craig Mead, Director Kim Morton, and Ray Weber

Date: August 16, 2024

Re: SEM Committee Structure

We are writing as the SEM Committee Chairs for Recruitment and Retention and **requesting the opportunity for us to consolidate into one SEM steering committee for the 2024-2025 academic year.**

In the spring 2024 semester, we activated two different SEM committees, and we observed the following:

1. We had overlap in committee membership based on position titles, work they managed, and representation from their respective units.
2. Attendance fluctuated significantly based on availability, ability to commit, workloads, leave, etc. and sometimes left committees and subcommittees with only a couple of members doing the majority of the work.
3. Much of our work overlaps between committees and while we came together a few times to discuss amongst the chairs of both committees, work was being duplicated and/or impacted by both groups.
4. We would benefit from working together on this project and managing initiatives as both recruitment and then retention, especially as we are working to identify a plan to consider more dollars specific to SEM work through the BOR. We want priorities that complement each other and not be in competition with each other.

We would like to propose that we facilitate one SEM steering committee with Craig Mead and Ray Ball serving as chairs and that Ray Weber and Kim Morton would serve on this steering committee and then serve as leads for any subcommittee work that we establish based on our goals and outcomes for the year.

If approved, we will establish a set of goals and outcomes for the year and begin meeting with committee members as the semester begins. Thank you for your consideration.