

Instructional, Student Success, and Enrollment Services
Meeting Minutes
March 8, 2017

Present: B. Bates, E.J. Bast, D. Bertch, F. Brooks, T. Buszek, A. Cederberg, D. Coates, C. Colella, M. Collins, L. Cosby, L. Depta, P. Eagan, D. Finch, G. Fredericks, C. Gibson, T. Hamann, C. Jbara, D. Lindsley, D. McCurdy, B. Reynolds, B. Taraskiewicz, J. Taylor, D. Vandenberg, T. Welsh

Absent: S. Hubbell, D. Miller

1. Call to Order - The meeting was called to order by D. Bertch at 8:00 a.m.
2. The meeting minutes of February 22, 2017 were approved as distributed.
3. Business
 - 3.1 Enrollment Task Force Update – E. J. Bast reported 2017 summer semester registration begins Monday, March 13th and 2017 fall semester registration begins Monday, April 3rd.
 - 3.2 International Students – F. Brooks provided the group with an overview of his trip to Vietnam.

D. Finch reported on I-20 students for summer and fall, and upcoming international gatherings. D. Finch also provided the group with a personnel update.

L. Depta brought forward a recommendation to invite international students to the pancake breakfast and the April 7th and 8th Art Hop.
 - 3.3 Counseling Appointments to Change Majors – L. Cosby provided the group with a brief update reporting 76% of changes to majors are done by counselors, 18% by Student Support and 6% by Records. L. Cosby noted this topic will be further discussed at the Instructional and Student Success Services meeting.
 - 3.4 Retention Committee – L. Cosby reported a mid-semester email will go out this week.

L. Cosby and D. Vandenberg reported on outreach efforts related to SRP, mandatory orientation, and RFP discussions for the CRM.
 - 3.5 Veterans Credits – D. Vandenberg reported on discussions regarding credit awarding and Joint Services Transcript (JST).

D. Bertch distributed for review and action a draft process pertaining to veteran/military credits. After discussion it was MOVED, SECONDED, and CARRIED to approve the draft process as presented.
 - 3.6 Early College – D. Coates reported on work with E.J. Bast, L. Depta and S. Hubbell and the deadline to submit Early College applications to K/RESA.
 - 3.7 University Center Update – C. Jbara reported on an upcoming meeting with Columbia College and current partners and reminded all that University Center approved documents are housed in a folder on the G drive.
 - 3.8 Guided Pathways – D. McCurdy reported working on GP programs of study and semester plans.
 - 3.9 Diversity and Inclusivity – F. Brooks reported on the status of workshops, upcoming events, and work with marketing on website development specific to diversity and inclusivity. More to come.
 - 3.10 Count in Program – Nothing to report. The next committee meeting takes place April 2017.
 - 3.11 KVCC Website – L. Depta reported the committee meets today. More to come.

- 3.12 Waiver Codes
 - 3.10.1 WAM (Math), WAE (English), WAV (global) – Postponed.
 - 3.10.2 WAG (Guest Waiver) – D. Bertch reported on the first WAG Waiver Committee meeting and shared with the group an updated draft of the Guest Student Policy. D. Bertch noted feedback should be sent to members of the committee prior to Monday, March 27, 2017. Members of the committee include D. Bertch, A. Cederberg, D. Coates, L. Winch, P. Eagan, L. Cosby, S. Hubbell, D. McCurdy, E.J. Base, L. Evans, J. Bishop, and L. Wells.
- 4. Other
 - 4.1 B. Bates reported the next Naturalization Ceremony takes place Friday, March 17, 2017.
 - 4.2 A. Cederberg reported on financial aid awarding for summer semester, the Cougar Retention Grant (up and running – refine for fall), 2017-2018 financial aid requirements and upcoming meetings and workshops.
 - 4.3 D. Vandenberg reported the first of over twenty orientations is scheduled for Tuesday, March 21, 2017.
 - 4.4 T. Welsh reported scheduled maintenance to KVCC's network services takes place on Thursday, March 9, 2017.
 - 4.5 D. Lindsley provided the group with a personnel update.
 - 4.6 L. Depta reported the summer/fall printed class schedule is on campus.
 - 4.7 P. Eagan reported on the Profs and Pizza event (approximately 275 students attended) and a debriefing meeting to be held Thursday, March 09, 2017.
- 5. Reality Check – International Students asking about safety in the United States.
- 6. Kudos!
 - 6.1 To Jessica Potter, Paige Eagan and all who worked the Science Olympiad event.
 - 6.2 To the Profs and Pizza team.
- 7. Wrap-up/Next Steps/Agenda Items
 - 7.1 Instructional/Student Success/Enrollment Services Meeting Agenda Framework Reorganization Discussion (April 5, 2017) - All
- 8. Adjourn: The meeting adjourned at 8:53 am.
- 9. Next Meeting: April 5, 2017 at 8:00 am in room 4380.