

**Instructional and Student Success Services Administrators  
Meeting Minutes  
January 3, 2018**

Present: T. Hamann, L. Cosby, D. Miller, P. Henning, D. Lindsley, B. Taraskiewicz, P. Eagan, B. Reynolds, M. Walters, D. Bertch

Absent: G. Fredericks, C. Gibson

1. Call to Order – The meeting was called to order at 8 AM by D. Bertch.
2. Meeting Minutes of December 20, 2017 – Postponed.
3. Information Sharing/Updates
  - 3.1 Cabinet Update – Postponed.
4. Business – Since our last meeting the focus of this meeting will be on preparing for the start of the winter semester.
  - 4.1 Adjunct Faculty Orientation – Postponed.
  - 4.2 Winter 2018 Seminar Days – Nothing new to report.
  - 4.3 CRM Update – Postponed.
  - 4.4 Adjunct Classroom Observations – Postponed.
  - 4.5 Guided Pathways – Postponed.
  - 4.6 SAT Cut-scores for Placement – Postponed.
  - 4.7 PSAT 10 for Placement – Postponed.
  - 4.8 Academic Scheduling Opportunities – Postponed.
  - 4.9 Division Meetings – The group briefly discussed plans for their division meetings on January 4, 2018. D. Bertch provided an overview of his Instructional and Student Success Services Updates.
5. Other
  - 5.1 B. Reynolds shared that WMU is unveiling their new General Education Competencies/Framework to be effective with the fall 2020 semester. Specific learning objectives have not been made available. It is expected that approximately 300 new courses will need to be developed to meet the new competencies.
  - 5.2 D. Miller requested that all EFE/EFA Articulation Agreements be completed by March 2018. D. Coates will be the KVCC lead to facilitate this work.
  - 5.3 D. Lindsley shared data regarding ACT and COMPASS placement comparisons in developmental and college level courses.
  - 5.4 A. Hilliard will be attending the January 17, 2018 Instructional and Student Success Services Administrators meeting.
6. Reality Check – None.
7. Kudos! – None.
8. Wrap-up/Next Steps/Agenda Items
  - 8.1 A. Hilliard – Upcoming KVCCFA and KVCCFT contract negotiations.
9. Adjourn – The meeting adjourned at 8:20 AM.
10. Next Meeting: January 17, 2018 at 8:00 a.m. in room 4380

Future Agenda Items:

Universal Design – Bertch  
Student Attendance Verification Roster – Eagan  
Retention Strategies Follow-up – Taraskiewicz  
Orientations - Cosby