

Instructional, Student Success, and Enrollment Services
Meeting Minutes
October 17, 2018

Present: D. Bertch, A. Cederberg, D. Coates, C. Colella, M. Collins, L. Cosby, L. Depta, P. Eagan, G. Fredericks, S. Gardner, C. Gibson, P. Henning, S. Hubbell, C. Jbara, K. Johnson, D. Lindsley, B. Lueth, A. Marsh-Peek, K. Miller, D. Mondoux, E. Pauken, B. Reynolds, B. Taraskiewicz, L. Thomas, M. Walters, T. Welsh
Absent: B. Bates, EJ Bast, T. Hamann, B. Hay, D. Miller

1. Call to Order: The meeting was called to order by D. Bertch at 8:00 a.m.
2. Meeting Minutes of September 19, 2018: The meeting minutes of September 19, 2018 were approved as distributed.
3. Business
 - 3.1 Guided Pathways Work Hubs – The team participated in group work lead by P. Eagan and L. Cosby. The break-out groups were tasked with aligning existing committees with proposed work hubs for the purpose of determining where duplication might exist. Once compiled, feedback from each small group, talking points, and next steps will be shared electronically with the group.
4. Issues and Concerns
 - 4.1 D. Coates and M. Pauken shared feedback from external partners reporting on miscommunication with students because of “missing pieces” in the printed schedule (e.g., course descriptions with prerequisites). S. Hubbell responded to the concern stating the printed schedule should not be used to direct students as it is out-of-date as soon as it is printed recommending the online schedule. The team stressed the need for all employees to work with our K-12 partners to help them transition to online access as very few schools continue to print hard-copies of the schedules.
5. Departmental Updates – None presented
6. Other – None presented
7. Reality Check – None presented
8. Kudos!
 - P. Henning recognized Bonnie McGee for her help with the Admissions process.
 - Per Dennis Bertch...Lois Baldwin would like to recognize Denise Lindsley for all of her assistance during her leave of absence.
 - Denise Lindsley recognized Michele McGowen, Kathy Allen, Cara Blaim and Christine Ballinger for all their help in Lois' absence.
9. Meeting Feedback
 - 9.1 Agenda Items
 - 9.1.1 Engagement & Retention Committee Recommendations – C. Colella
10. Adjourn: The meeting adjourned at 9:53 a.m.

Next Meeting: November 14, 2018 at 8:00 a.m. in Room 4380

Future Agenda Items:

Noel-Levitz Programs of Study and Next Steps – Bertch/Cosby
Transfer Credit Update – Bertch
Roster Verification and ECARS – Eagan