

**Instructional, Student Success, and Enrollment Services
Meeting Minutes
December 12, 2018**

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

1. Call to Order: The meeting was called to order by D. Bertch at 8:00 a.m.
2. Meeting Minutes of November 14, 2018: The meeting minutes of November 14, 2018 were approved as distributed.
3. Business
 - 3.1 Web Page Update – T. Welsh and M. Thompson provided an overview of the KVCC Website redesign (1997 – present) and ongoing initiatives.
 - 3.2 Engagement & Retention Discussion & Group Exercise “Cultivating Trust” – Postponed to January 23, 2019.
 - 3.3 Faculty Access to Degree Works – Postponed to January 23, 2019.
 - 3.4 Guided Pathways Work Hubs – Postponed to January 23, 2019.
4. Issues and Concerns – None presented.
5. Departmental Updates
 - 5.1 A. Marsh-Peek provided a personnel update.
 - 5.2 L. Cosby provided a personnel update.
6. Other
 - T. Welsh reported on the new anti-virus program purchased for the college and the Moodle 3.5 test environment.
 - G. Fredericks updated the group on the status of the Learning Management System Pre-Review Process noting the deadline to provide feedback was extended to this Friday, December 14, 2018. Feedback from the survey will be available Monday, December 17, 2018.
 - K. Miller reported on corporate training opportunities for educators through the Groves.
7. Reality Check – Dennis’ Retirement
8. Kudos!
 - To Russ Panico and Renee Daudert for their immediate response to acclimating and setting up KVAAP in the CASPERs system.
 - To Linda Depta and Dawn Kemp for coordinating efforts that led to a KVAAP video and successful digital marketing campaign.
 - To Brian Lueth, Gena Mead, Alisha Cederberg and Erin Macioce for creating a book distribution process for KVAAP that will streamline the process for staff and increase convenience for students.
 - Dennis Bertch recognized Renee Daudert for her work on the student roster.
9. Meeting Feedback
 - 9.1 Agenda Items – As stated
10. Adjourn: The meeting adjourned at 9:40 a.m.

Next Meeting: January 23, 2018 at 8:00 a.m. in room 4380.

Future Agenda Items:

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