

**Instructional, Student Success, and Enrollment Services**  
**Meeting Minutes**  
**October 5, 2016**

**Present:** E.J. Bast, B. Bates, D. Bertch, T. Buszek, D. Coates, C. Colella, M. Collins, L. Cosby, L. Depta, P. Eagan, C. Heeter, S. Hubbell, C. Jbara, D. Lindsley, D. McCurdy, D. Miller, R. Miller, B. Reynolds, B. Taraskiewicz, D. Vandenberg

**Absent:** G. Fredericks, C. Gibson

1. Call to Order - The meeting was called to order by D. Bertch at 8:00 a.m.
2. The meeting minutes of September 21, 2016 were not available for review.
3. Business
  - 3.1 Enrollment Task Force Update – EJ Bast updated the group on various recruitment campaign events for fall and winter semesters; merit scholarships; tuition and fees for 2017/2018; financial aid changes related to the FAFSA; payment plan; and, holds on students that didn't complete orientation prior to the start of the fall semester.
  - 3.2 Retention Committee – L. Cosby reported on the communication plan for the SSI; recently received SRP scores from Ruffalo Noel-Levitz; and, challenges for the SSC during the transition to Pathway Advisors.
  - 3.3 Early College – D. Miller briefly discussed the potential for EFA and CTE opportunities on the TTC. The MI Career Quest will be held November 1-2, 2016 with several KVCC representatives expected.
  - 3.4 University Center Update – C. Jbara shared that a signing ceremony was recently held with Siena Heights University. Meetings have been scheduled with Ferris State University and Western Michigan University. L. Depta and her team have begun marketing the University Center. And plans are being developed to build out the physical space for the University Center on the TTC.
  - 3.5 Course Placement Opportunities – D. Lindsley reported SAT scores are being loaded in Banner, Compass testing will continue until November, and communications are being developed for our move to Accuplacer and ALEKS.
  - 3.6 Guided Pathways – D. McCurdy provided an update on GP for CUL/BREW. Orientation dates for the winter semester are being scheduled. The CUL/BREW programs are considering offering monthly information sessions for interested students. In collaboration with S. Cannell success metrics are being established.

T. Hamann shared the ANM programs are finalizing PT pathways and recently completed their first student connection event with 112 students participating.
  - 3.7 International Student Recruitment – F. Brooks announced the Taste of the Middle East event is scheduled for October 12, 2016. Students in the 8 X 8 class recently toured the Kalamazoo Valley Museum. Additional trips and events are being planned as part of the International Student Club.
  - 3.8 Diversity and Inclusivity – F. Brooks reported workshops were in process with the Student Success Center. As a result of the Diversity and Inclusivity workshops a separate workshop is being planned to focus on implicit and explicit bias. Planning continues for the 2017 winter seminar days to include panel discussions with faculty participation. A series of International Awareness Workshops have been planned for Public Safety.
4. Other
  - 4.1 L. Depta shared printed winter 2017 schedules were in house and could be ordered from the receiving dock; the KVM 50<sup>th</sup> Anniversary Exhibit is moving to the trophy case on the TTC; dining options for CAH and AWH; the October KV Focus will be distributed in the very near future; and, the Faculty Art Show and events at the KVM on October 7, 2016.

- 4.2 M. Collins shared that bid specifications for the MAT lab renovation have been released and the 5-year master plan kickoff will be scheduled in the next 2-weeks.
- 4.3 C. Jbara shared a second Police Academy is under consideration and the Detroit Eastern Market will be visiting the FIC and CAH buildings on October 14, 2016.
- 4.4 D. Coates updated the group on the status of communications to early/middle college and international students and their assigned mentors.
- 4.5 C. Heeter informed the group that the platform update was aborted due to the extensive time required to make the move. Currently looking at a weekend in early November.
- 4.6 C. Collela provided an update on personnel changes.
- 5. Reality Check
  - 5.1 L. Cosby discussed a recent "Red Card" event impacting the CAH building. The SSC is exploring options for the CAH building.
  - 5.2 D. Vandenberg discussed recent challenges with orientations to include availability of WOW carts and volunteers. Additional discussion focused on systems in place to schedule equipment and knowing if the equipment is available when needed.
- 6. Kudos!
  - 6.1 To EJ Bast, Megan Pauken, Mary Johnson, Mary Moorehouse, Dean McCurdy, John Korycki, Jim Taylor, Roger Miller, Linda Depta, Mike Collins, and Rachel Bair for their work on the Counselor's Breakfast.
  - 6.2 To Cindy Parks, Joe Smigiel, and Kali Hayes for their assistance with the Gil Golde Retrospect.
  - 6.3 To Rachel Bair for introducing Felix Brooks to the apiary.
  - 6.4 To Michael Morehouse for his work with the Veteran Open Houses and Student Veterans Association.
- 7. Wrap-up/Next Steps/Agenda Items: As stated.
- 8. Adjourn: The meeting adjourned at 9:00 a.m.
- 9. Next Meeting: October 19, 2016 at 8:00 a.m. in room 4380.