

Retention Advisory Council Minutes  
September 13, 2018  
Felix Martinez Conference Room 3:30-5:00 p.m.

Present: Benito Pacheco, Lee Allard, Susan Chavez, Julia Geffroy, and Juan Gallegos

Zoom: Reyna Montano and Margaret Gonzales

- I. Review and discussion of minutes from August 30, 2018
  - Change to Associate Degree instead of master degree
  - Numbers for FTF and Total are less than official numbers. No change due to that were the numbers at the meeting.
  - Minutes approved by council.
- II. Lee provided a reviewed of NMHU retention numbers:
  - Gender-female students have a higher retention rate than male.
  - Ethnicity-African American students increased from 11.1 to 47.8%, however it is a small cohort.
  - Other ethnicities were stable.
  - There was a decrease for Native American students.
  - Sharp increase in out-of-state students.
  - Undeclared students has dropped.
  - Most of new freshmen are in school of arts and sciences.
  - Pell eligible students has an impressive increase from 43.1 to 52.1%
  - First generation students increased from last year but decreased from prior year.
  - Athletes' retention was a large increase from 50-65%. Athletes' retention rate was higher than non-athletes.
  - Housing-commuter students had the biggest jump. Commuters are students from surrounding high schools (West Las Vegas, Las Vegas City Schools, Mora High School, etc.) Retention increased from 44.4% to 58%.
  - Students with high school GPAs of 3.5-4.0 retained at almost 80%.
  - Transfer students without an associate's degree retention rates almost mirror the new student cohorts.
  - Transfer students with an associate's degree have an overall retention rate of 79.2%. Rate is higher than last year's cohort. This cohort has students with low GPAs.
  - Graduate students had a strong retention rate of 82.3%. Several points higher. Dr. Allard indicated that the graduate students are a strong cohort for our university.
  - One interesting note was that the 2018 FTF cohort has a higher GPA than previous years. It indicates that NMHU is trending to obtaining a more academic prepared students.

### III. Review of Sub-Population written reports

- Edward will reach out to Yvette for the report for the strategy "African American Students". Other reports have been received by Edward. He will summarize them and during the next meeting, committee will decide what initiatives we should move forward.
- Juan has sent his report to everyone. Juan discussed the report. He stated that his committee looked at data for the university studies program. Data showed that undecided students drop out in their first or second year. Undeclared student retention numbers are terrible. Juan did indicate that these numbers could indicate that the students have moved into a major.
- Juan reviewed two sections of his report and provided the committee's recommendations.
  1. Undeclared section
    - Establish a learning community for undeclared students.
    - Provide more campus tutoring.
    - Provide more opportunities for students to explore majors.
    - Use a different term instead of undeclared. Some suggestions were "open option program" or "exploring program".
  2. University studies
    - Juan indicated that he approached this section as a professor not as a staff/administrative person. He worked with Dr. Romero.
    - If a student is under university studies, provide options for students to explore university majors.
    - Committee recommended having an academic advisor for university studies.
    - Provide a learning community for these students. Some of the university studies students register late so there is not many options left for a learning community.
    - Committee discussed first time freshmen having a composition course their first semester. Composition courses are hard for students. Member indicates that if students go through a composition course their first semester, would that increase the retention in spring. Some students don't come back because they fail in the fall.
    - Edward stated that during a conference he attended, it was indicated that there is a high coalition from students that passed their first comp course and graduation.
    - Members discussed scheduling issues that students face. All incoming freshmen should be in a composition/English course their first semester. ENG106/111 combo. If all freshmen were in a comp course, Staff/faculty would be able to utilize those classes as a bases on how students will continue to perform. Some members indicated that it is to a student's disadvantage if they do not take comp their first semester.
    - Other issues that impact these students include coding, university studies vs undeclared, scheduling and overlapping courses, and lack of roadmaps.
    - Committee can make small recommendations that we have control over and provide to departments for possible implementation.

#### **IV. Next Steps**

- Edward indicated that once all reports are submitted to him, he will summarize them.

Council will meet to review and look at the recommendations made. Council will then determine what they would like to work on this academic year. Council will choose one or two recommendations to implement.

- Benito and Edward did a short analysis and determined that a lot of student cohorts overlap into two or more strategy areas. Council might consider spending time on strategies/recommendations that impact two or more cohorts. Edward indicated that he would layout recommendations and committee will determine how we are going to approach recommendations to implement for this year.
- Edward stated that he is unable to move forward until all reports are in. He has received Benito's, Julia's, Juan's, and Brenda's. He asked all strategy leaders to summarize their reports, provide recommendations, and send them to him to combine.

Bring a summary and list of recommendations to next meeting. Group will determine what recommendation will be worked on this academic year.

Retention Advisory Council Minutes  
September 27, 2018  
FMTZ Conference Room 210 3:30-5:00 p.m.

Present: Lee Allard, Maria Sena, Edward Martinez, Juan Gallegos, Julia Geffroy, Benito Pacheco  
Melissa Williamson, and Susan Chavez

Zoom: Susan Decker, Reyna Montano, and Kimberly Blea

Melissa Williamson was welcomed to the committee. Edward provided Melissa background information on the Retention Advisory Counsel, RNL, and the Retention Summit.

- I. Minutes Approval
  - Approved Minutes for 9/13/18
- II. Summary of Reports
  - The summary for African American Students still has not been provided. Kimberly will speak with Yvette and provide it to the committee as soon as possible.
  - Enrollment Success
    - Students on an Enrollment Success contract are students that were admitted 35 days prior to first day of class, students on a probation admit, and students with an ACT score 13 and below.
    - Last year cohort was about 17-18 students.
    - This year the ACT score was adjusted to 14 or below and/or all students admitted as probationary admits (2.0 GPA on their high school transcript).
    - This year cohort is around 30 students.
    - Tutor Track software will be purchased out of STEMFast grant. The current software, Lab Tracker, is not working. ITS Department has been contacted. Cohort cannot be tracked and no reports can be generated until Lab Tracker.
    - Enrollment success contract has 30 additional hours of activities.
    - Currently NMHU has no class attendance policy. Without a policy, Academic Support is not able to utilize early alert.
  - Undeclared
    - Students don't come in with a clear sense of what they want to do.
    - Before these students can be impacted, a lot of other things need to happen, including resolving scheduling and degree roadmaps issues.
    - Strategy Leader indicated that a name change might help. Thomasina and Jessica might be willing to work to develop a more positive title for students entering undeclared.
    - Committee agreed that the undeclared students would not be a strategy that would be worked on this academic year.
  - Returning Students
    - Casey provided a few recommendations to continue to work with these students.
    - Lee has worked on correcting coding for this cohort. Returning students were not being coded correctly in Banner.
    - Recommendation by strategy group is to determine a process to identify these students.

- Committee agreed that the enrollment success program can be used for returning students. Lee will run a list of these students with their academic standing. List will be provide to ARMAS and Academic Support. ARMAS will try to track and assist returning students that are majoring in a STEM field. Academic Support will track and assist all others.
- These students can follow the same program and perimeters used in the Enrollment Success Contract.
- Benito and Susan agreed to work with these students.
- Recommendation #3 for this cohort-Michelle and Edward are working with Dr. Law and Dr. Gonzales to review students that have high credits. Need to determine if Highlands has any money to provide an incentive to these students to come back and finish their degree.
- Recommendation #4- overlaps with recommendation #3.
- Non-Traditional Students
  - Recommendation #1-More student support is needed for these students.
  - Recommendation #2- A/B/C sections on report would have to go to academic affairs; D/E/F sections on report is already being worked on by the Customer Relations Office.
  - Family Support:
    - Edward indicated that Section C (Health Support) is the only one that we can do in this section.
    - G section on report is already being reviewed. Offices are looking at doing financial literacy for adult learners. The Business Office can create PowerPoints, videos, etc. Something to put on line.
  - Academic Support:
    - G & H already being worked on by Prior Learning Assessment Committee.
  - Recruitment/Advertising:
    - Hired a transfer recruiter to assist with transfer student recruitment.
    - Sean, Robert, Buddy, are meeting to develop marketing materials for the centers to market the programs we currently offer at the centers.
- Less than \$4,254.50 accreditation
  - Small cohort.
  - Not very much we can do for this population.
- 93+ Miles
  - Found that distance did play a factor. Particular focus on student athletics because a lot of member of football team fall under this category. Athletic Department is looking at specific interventions to increase this student populations.
  - Looking at the entire 93+ population is not effective. Committee suggested working only with athletes in this strategy. Edward will speak with Coach Snow to determine if this is possible.
  - Julia and Dr. Moore have collaborate to develop the Melody Hall initiative.
  - Most recent recruits of athletes are stronger academically, which is positive.
- Native American Students
  - Focusing on First Time Freshmen. Freshmen are required to live on campus. The Melody Hall initiative was created to focus on these students.
    - Initiative is encouraging study groups.

- Native American Center is bringing resources to Melody Hall. Students are able to engage with staff and faculty.
    - More meals away from home are being held to create unity.
  - African American Students
    - Had gatherings for students.
    - Strategy on hold until summary and recommendations are provided.
- III. Reviewed KEI report.
- IV. Retention Section of the SEM Plan
  - a. Committee reviewed section.
  - b. Committee agreed to align the SEM Plan to the Retention Plan as much as possible. Remove from SEM Plan what cannot be done.