

Persistence & Completion Academy Minutes  
July 11, 2019  
FMTZ Conference Room FMTZ 210, 1:30-2:30 p.m.

Present: Edward Martinez, Maria Sena, Carolina Montoya, Lee Allard, Leon Bustos, Lauren Fath, and Inca Crespín

- I. Professional Development Week Update
  - Presentation will provide information:
    - Discuss advising vs coaching.
    - Discuss student development vs academic advising.
    - Provide a flowchart that would indicate ideas treated in a holistic approach.
  - Benito, Kimberly, and Ian will be presenting.
  - One session will be provided.
  - Committee needs to develop a survey. Survey will be provided to participants during the last 5 minutes of the session.
- II. Review HLC Scholar and Mentor Feedback
  - Feedback was received from our scholar, Susan and mentor, Susan regarding the answers the committee submitted. Committee reviewed feedback.
  - Mentor indicated that a survey should be developed to provide to students regarding their experience at NMHU. This would provide quantitative data.
  - Committee discussed how a survey would be administered to NMHU students.
    - Survey could be administered at first year experience class.
    - A short survey could be created in Survey Monkey. The system will generate the findings and report.
    - Randomly select names and invite them to do survey. Summarize and share with campus community.
    - Committee agreed that the survey would only be five questions. Participants would be entered to win one of two amazon gift cards.
  - Committee member indicated that an incentive party similar to the pre-registration blitz party would attract students to complete survey.
- III. Personnel Updates
  - Student Success Coaches position is at the Human Resources Department. They should be posting position any day.
- IV. Other
  - Coaching Model Student Learning Outcomes (SLO) Review
    - SLO#1- Percentage of students in good academic standing-Member questioned what would be the baseline to designate better improvement. Lee agreed to determine a baseline. Baseline will include:
      - Percent of students on academic probation.
      - Athletics
      - Ethnicity
      - Time of admission
      - First generation

- Transfer student with and without an AA
- Freshmen
- Major
- SLO#2- Students demonstrate awareness of campus and external resources/ services.
  - Benito agreed to be responsible for obtaining and collecting data. Benito has access to Nettuor, ARMAS, Writing Center, and the Learning Language Lab.
  - Students that use resources should persist.
  - Committee agreed that this data could be a tool that is used by the coaches to determine if athletes are using university services.
- SLO#3-50% of undergraduate students who access campus activities/resources will enroll again as full-time undergraduate students in the following semester.
  - Data can be collect through Nettutor, Brightspace, TutorTrac, etc.
  - Benito will collect data and share it with Lee. Lee will combine all the data into one report.
- Lauren agreed to make changes on the SOL document and redistribute to the committee.

Persistence & Completion Academy Minutes  
July 25, 2019  
SUB324, 1:30-2:30 p.m.

Present: Maria Sena, Carolina Montoya, Lee Allard, Leon Bustos, Benito Pacheco, Lauren Fath, and Kimberly Blea

- I. Develop Plan for Roadshow/Whistle Stop Campaign
  - Committee reviewed locations of possible presentations to faculty and staff. Committee agreed to add Academic Affairs Committee and Provost Council to the list.
  - Committee agreed to indicate, for the moment, that Student Success Coaches are only for main campus and not the centers. Centers will be included in the rollout information. They eventually might need their own plan. Once the Academic Support Office converts to this model, center student tracking will be conducted to determine if assistance will be needed for these students.
  - Committee agreed presentation to campus community will be:
    - VPAA Retreat
    - Department Chair meeting
    - Faculty Development days
    - Department meetings throughout the semester
    - Student Affairs Committee
    - Academic Affairs Committee
    - Faculty Senate
    - Staff Senate
    - Student Senate
    - Provost Council
    - Executive Management Team
    - Board of Regents
  - Benito will develop schedule for presentations. He will ask for permission to present at each committee meeting.
  - Benito, Lauren, and Kimberly will present at the VPAA Retreat.
  - Benito and Kimberly will work on a presentation. Complete presentation will be ready for review at the August 1st P&CA meeting.
- II. Marketing material/handout
  - Committee agreed on a simple and general handout. Postcard size with information in front and back.
  - Committee agreed to develop content together. They will reach out to University Relations for assistance.
  - Benito indicated that his office can cover the charge for printing of this postcard.
  - Benito indicated that the Academic Support Office would be changing their name to Student Success Center.
- III. Other
  - Agenda for next's week meeting
    - Presentation to Faculty-Benito & Kim
    - Hand out content development.
    - Develop two or three questions for survey