

Retention Advisory Council Minutes
March 28, 2019
FMTZ Conference Room, 3:30-5:00 pm

Present: Lee Allard, Edward Martinez, Leon Bustos, Rebecca Moore, Benito Pacheco, Jesus Rivas

Zoom: Kristen Olds

I. Membership

- Edward provided the committee the membership document that was adopted when the committee was formed.
- Membership includes 19 members from various offices, one representing the center, five faculty representing all the colleges in the schools, and one student member.
- Large representation does lead to challenges. Committee agreed that its best for each area to only have one representative. Currently the Dean of Students has representation from campus life, housing, and Office of the Dean of Students. Edward indicated that he will ask the Dean to appoint someone to represent all her offices. The SEM offices are also all represented. Edward will decide if Academic Support should be the only office that is part of this committee.
- Five faculty members should be part of this committee. The more faculty that are involved the better. Edward will reach out to Faculty Senate and ask for faculty volunteers to be part of committee.
- Edward discussed the amount of meetings members can be absent before they can no longer participate. Committee's concern is who will replace these members if they were removed from the committee.
- Committee member stated that if meeting goes to a monthly regular meeting, then maybe we would have more participation.
- Committee agreed to send letters to members that are not joining the meetings and ask if they are still interested in participating.
- Committee agreed to go monthly after the spring semester.

II. Mid-Semester Retention Report Reviewed

- HUE
 - Freshmen cohort about 60% eligible for scholarship; 92% retained.
 - Good academic standing 80% target-Met
 - Leon, Dr. Allard, Edward will meet to revisit the target for First Time Freshmen rates for HUE.
 - Leon indicated that he has created a manual for the HUE students. It is a living document to sustain HUE in the future.
- Enrollment Success
 - Retention rates for all undergraduate students fell but the rates for the first time freshmen increased by 2%.
 - Enrollment Success are students that have an ACT of 14 or below and a high school GPA of less than 2.0.
 - Last year cohort consisted of 15 students. Fall 2018 has 31 students in program.
- Continue to review reports submitted by committee at next meeting.