

Strategic Enrollment Management
Persistence & Completion Academy Minutes
September 13, 2019
3:00-4:00 p.m., SUB324

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

- I. Review draft version of intervention schedule
 - Benito provided the intervention schedule for the committee's review.
 - The name of the initiative has changed to Cowboy Up. This initiative is for students that are on academic probation.
 - Students will login and click through and pass exams. Once they complete this section, they will register for one of following four options:
 - Making success happen;
 - Academic Success- for students that were on academic probation 1 and now are on academic probation 2;
 - Success Coaching- for students that do not want to be any of sessions. They will meet with their success coach only.
 - Small Group Coaching- for students who choose a small group setting and are led by success coach.
 - Intervention will be guided by success coaches and have peer group built in. They will focus on identifying strategies for success.
 - Currently there is 100 students on academic probation. In past experience 30% of these students won't respond.
 - Participation for students will be required and not recommended. It will be similar to new student orientation.
 - Committee agreed that the Provost needs to be brought into the conversation. Her office is the one that deals with students on Academic Probation 1, Academic Probation 2, and Dismissal.
 - Benito will provide an updated copy for committee's review. Lauren will also review the document for grammar and punctuation.
 - Benito indicated that this initiative would be in place by Monday, September 16, 2019.
 - Benito will provide committee updates on data including numbers on number of students have met with coaches, how many have met their goals, and the overall Cowboy Up Program.
 - The Student Success Center plans to re-evaluate program at the end of the year.
- II. Review handout from Lauren
 - Lauren provided an updated handout for the committee's review.
 - Change Academic Probation intervention to Cowboy Up.
 - Envision of effectiveness of coaching model.
 - Under staff responsibility handoff, remove the progress assessment in brightspace.
 - Email address needs to be changed.
 - Handout has been will be sent to Sean at University Relations to design. Lauren will send out one final draft before going to University Relations.
 - Handout will be distributed on Tuesday and feedback will be required by Thursday. Final document will be submitted to Benito and Kimberly.

- III. Schedule for academic department meetings on Success Coaching Model
- Conducted meeting this morning with Arts & Sciences. His office will be being scheduling appointments with Deans. As of today, the office has met with Keith Tucker with School of Business, Cristina Duran with Social Work, and with Dr. Pan with Psychology. Benito has provided a handout at these meetings.
 - Benito indicated that he will hold meeting with Chairs. Currently there are 14 Chairs which includes Leon Bustos from HUE and Kelly Trujillo from ARMAS.
 - Lauren suggested to Benito to find out when Chairs hold their meetings. They might allow his office to speak during those meetings.
- IV. Fall 19 third year consultation overview and timeline
- Kimberly indicated that it is time to submit the TYC survey. The document captures our modality preference, intended agenda items, and our availability.
 - Questions committee would like to get input on include, how to get buy in from 15% of naysayers, roadmaps, how does the coaching model gets sustained, and strategies for successful implementation.
- V. Personnel updates
- Benito shared with the committee that two new Student Success Coaches were hired. Ricardo Martinez replaced Shannon Saiz and Kristen Montano is a new hire. Kristen will be handling social media.
- VI. Other
- Kimberly discussed what would be a good time for the committee to meet in the bi-weekly meeting. Committee agreed that Monday's at 1:30-3:00 p.m. would work.