

Persistence and Completion Academy Minutes
December 2, 2019
1:30-3:00 p.m., FMTZ 210 & Zoom

Present: Caroline Montoya, Leon Bustos, Lee Allard, Benito Pacheco, Kimberly Blea, Ian Williamson, Lauren Fath and Maria Sena
Zoom: Gloria Gadsden

- I. Brochure Review-Benito
 - Motto for the Student Success Center: Hustle. Achieve. Succeed. This will be painted on the wall of the office.
 - Department is being consistent with information provided to academic units.
 - Benito indicated that they have met with all units except Biology and Exercise Science.
 - Brochure lists success coaching versus advising.
 - Bold Academic Advisors.
 - Bold Success Coaches. Add more to the coaches. Use language used in other documents.
 - Advisor located in the department versus coach located in the Student Success Center.
 - Data sharing. Committee agreed to hold a data event in the spring.
 - Benito will request to present to Faculty Senate in the spring.
 - Language on brochure is tailored to administration and faculty, not student oriented. Language needs to be for right audience for it to benefit. Student friendly language.
 - Benito will have it by Friday, December 6th. Benito will have a revised version to Leon to share with the Peer Mentors.
- II. Communication Tool Box Discussion
 - Students working on brochure to handout.
 - Benito indicated this office might have an advising/coaching party. They will encourage students to participate.
 - Update Academic Probation letter sent out by the VP of Academic Affairs. Would like language regarding the Cowboy Up program.
 - Developing a list of risk factors for students.
 - TutorTrac needs to be implemented at all service areas. SSC could access data to better support students.
 - Roadmaps are different depending on the major. When we have consistent roadmap, we need to use them. Ian will speak with Dr. Gonzales to discuss creating roadmaps.
 - Ad Astra would be able to assist when it is up and running.
- III. Data Event in the Spring Discussion
 - Helping to create a culture of data on campus. Data presentation. Changing culture, no only about data, but also helping people on campus understand it.

- New Student Success Center open house and data event combined.
- After census date, we will have data discussion.
- Kimberly, Lee, and Lauren will ask Dr. Minner, to participate.
- Presentation to Student affairs regarding data.

IV. Other

- Next P&CA Meeting Agenda
 - Brochure-Benito
 - Communication plan for faculty and staff
 - Open House for SSC Discussion
 - Data Event conversation to be determined