

**Persistence and Completion Academy
September 21, 2020**

3:00-4:00 p.m., via Zoom

<https://nmhu.zoom.us/j/681365414?pwd=NDc0SHI5c1NkSUVUNUNzSWY3ZkRBZz09>

Minutes

Attendance: Terri Law, Lauren Fath, Leon Bustos, Maria Sena, Kimberly Blea, Ian Williamson, Benito Pacheco, and Lee Allard

I. HLC Focus Visit Preparation

- Terri indicated that a HLC forum will be scheduled. It will be an opportunity to hear from the various departments where the university stands on the HLC issues.
- Terri indicated that the SEM Plan Committee will meet before the HLC Focus Visit. All documents have been submitted to HLC. The SEM Plan is in place and we can leverage all of the P&CA accomplishments.
- Terri stated that the enrollment and retention reports have been submitted to HLC. Both are good news. Retention went up for new students.
- Terri indicated that all members of this group are invited to attend the meetings that are scheduled.
- Kimberly indicated that we need to focus on what was learned from Georgia State University and discuss that we are utilizing data to make informed decisions to refine our projects.

II. Enrollment Numbers Update

- Lee indicated that census has passed. Overall enrollment is down 3.5%, which includes all students. He indicated that these enrollment numbers that were submit to IPEDS are almost identical to last year.
- Benito indicated that we need to look at our out-of-state recruitment strategies to get FTF here. We also need to look at other retention specific strategies.
- Benito stated that we also need to discuss expanding Trutor Trac and work closer with our centers.
- Benito stated that we have lost significant ground in our local high schools. Overall we have 1/3 of the admissions we had five years ago. We will need strategies to increase all type of students.
- Kimberly stated that her department is revamping the housing experience. Everything from inquiry, room assignment, check in process, and their experience afterwards.
- Terri stated that the structure and committees need to be reviewed to determine if student issues are being addressed.

III. Project Outcomes Update

- Kimberly indicated that update needs to be provided by Benito. However, reviewed can be done after the HLC visit.

IV. Begin P&C Academy Team Report Preparation

- Kimberly stated that the report is due November 1. During the October 19th meeting, the committee will review and prepare for the project update 7.0 document.

- Kimberly stated that committee has three questions that need to be addressed. How did this committee incorporate feedback from our mentors, what tasks were accomplished within the last six months, and what additional guidance is needed by the committee going into the final year of this program?
- Kimberly indicated that this committee will need to present at one of the HLC conference.

V. Other