Minutes of Project Graduation Committee Meeting

Meeting
December 4, 2013
9:00 a.m. – 10:00 a.m.

Attendance:
Denise Liguori
Jennifer Reyes
Kim Smokowski
Jackie Ottey
Win Win Kyi
Monica Postle
Greg Fenkart

Group Discussions:

1. The committee discussed the possible increase in graduation numbers and/or rates based on increase in graduates.

INITIATIVES & IMPLEMENTATIONS
Denise will work with Jackie to extract data on the start dates of the project graduates so that rate increases could be calculated based on the 3 year figure. Special attention will be given to the students that started in 2010 because the interventions of the committee will positively affect this year’s rate.

2. Kim questioned whether completion rates would be changed if adjustments to catalogs years were made. After considerable analysis, the group determined that the rate would not be changed because it was based on first-time/full-time starting status not catalog years.

3. Professor Kyi educated the committee on the “Commit to Complete” PTK initiative and activities. Discussion followed on coordinating “Project Graduation” with the PTK students.

INITIATIVES/IMPLEMENTATIONS
Jennifer and Nestor’s Sub-Committees will invite Professor Kyi to their next meeting for this purpose. Professor Kyi will mobilize students and inform them of the committee’s intent and efforts.

Sub-Committee Reports

1. Data Mining and Manual Audits

   ASSESSMENT OF INITIATIVES & IMPLEMENTATIONS
   1a. Denise reported on the current project data. Jennifer suggested that students who are missing 1 or 2 credits might want to take a Co-Op course to complete their degrees. This idea was well received by the committee. Denise will extract data on students that might be eligible. Once numbers are ascertained, outreach decisions will be addressed.

   It was reiterated that the data is still changing because of ongoing actions and approvals. Once this Sub-Committee has completed its intervention, charts will be created to reflect final results.

   1b. Jennifer suggested that Nadine Philips would be a good addition to the committee membership. It was noted that she is skillful with problem solving and assisting students. Denise agreed to contact her in an attempt to recruit her.
2. **Student Persistence & Progress Initiatives**

   **Jennifer Reyes**

   **ASSESSMENT OF INITIATIVES & IMPLEMENTATIONS**

   2. a. **Final Countdown** - for the 48 credits completed
   Jennifer relayed feedback from her Sub-Committee meeting. She stated that the Counselors were concerned about confidentiality with the Final Countdown idea. Jennifer and Kim stated that the technology in particular was problematic when they did the last arena registration and did not want this situation to be repeated. The committee attempted to brainstorm resolutions to address this concern. It was decided that the Final Countdown should not be eliminated but the IT problems should be addressed in the planning.

   2. b. **The Sophomore Splash** – 32 credits completed
   The committee discussed the importance of Faculty participation and involvement in graduation initiatives. Jennifer is waiting for a response for Adam Goodell regarding scheduling of the Graduation collaboration within the English Composition 2 courses.

3. **Graduation Advertisement Campaigns**

   **Greg Fenkart**

   **ASSESSMENT OF INITIATIVES & IMPLEMENTATION**

   3. a Greg informed the group that Nestor had a successful and enthusiastic Graduation Station event last week in the Student Center.

   3.b. As requested at the last meeting, a budget with a tally of current expenditures was shared. To date the Office of Student Life has spent $5,826 on “Project Graduation” and “Commit to Complete” expenses.

4. **Graduation Automation Process**

   **Monica Postle**

   **ASSESSMENT OF INITIATIVES & IMPLEMENTATIONS**

   Monica reported that there were no new updates to report at this time.