Members attended: Elicia Arai, Russell Bloem, Todd Dornbos (Chair), Gerard Fondse, Dana Hebreard, Rana Huisman, Dale Kuiper, Luke McRae, Jacque Rhodes, Allison Schepers, Tom Van Eck, and John Witte

Members absent: Rana Huisman, Dale Kuiper, Luke McRae, Allison Schepers

Opening
Prayer (John)

(1) Reviewed action items from last meeting – May 18, 2010.

(2) Reviewed agenda

(3) Reviewed mandate and committee roster

Old Items
(4) Retention plan
   • Tabled until EMC begins work on the broader “Enrollment plan”.
   • See action item #1 below.

(5) Student concerns referral system
   • Reviewed Powerpoint demonstration of Datatel’s Retention Alert software from Our Lady of the Lake. Todd and Dana gave brief reports of consultations with other schools, already using the software – Mostly positive comments.
   • CIT remains open to a Fall-2010 implementation schedule, if SRC decides to officially adopt this software system. A formal request memo from SRC to Matt Jeltema and Henry DeVries would be beneficial.
   • See action item #2 below.

New Items
(6) Fall-to-fall retention report
   • Tom VE led an overview of Fall-to-Fall retention analysis.

(7) Retention message from Provost to advisors
   • Dana reported on the fall “early” advising initiative for non-Access students.

Roundtable
(8) What should we address this year?
   • SRC briefly brainstormed other important topics to cover in 2010-11 including FEN updates, transfer student retention, and College Student Inventory (CSI) initiatives.

Adjournment
(9) SRC will meet again in mid-November.

Outstanding action items (Blue items determined at the October 19 meeting)

(1) December 7, 2009 -- Retention Plan - To help the Student Retention Committee (SRC) establish/refine a current list of retention goals and possible strategies for achieving them, a small task-force (short-term sub-committee) was charged with outlining a draft retention plan for the SRC to review and adopt. Given that (1) this plan will likely serve as a supplement to the broader enrollment objectives defined by the Enrollment Management Committee (EMC) and (2) that Dale Kuiper will be leading the EMC’s effort to reform the college’s existing enrollment plan, Russ requested that Dale also facilitate the SRC task-force. The following SRC members have also agreed to participate: Jacque R., John W., Russ B., & Todd D. While no deadline for completion was established, it is assumed that this group’s work will likely parallel the EMC’s time-line for constructing a broader enrollment plan.

(2) March 1, 2010 -- Student Concerns Referral System - While members of the Student Retention Committee have varying opinions regarding the necessity of an electronic referral/alert system, Todd will coordinate a demonstration of Datatel’s ‘Student Retention Alert’ software to help determine whether or not this product (or perhaps a similar “home-grown” system) could be useful. Further discussion about possible next steps is deferred until after the demo.

May 18, 2010 (update) -- With general consensus from the membership, the committee will move forward cautiously (yet optimistically) toward the implementation of Datatel’s retention alert software. However, before confirming a decision: (1) Todd will coordinate a few conversations with reps from other schools that are already using this tool, to gauge effectiveness...
and evaluate usefulness, (2) Dana will connect with reps from the Calvin faculty (dept chairs, etc.) to determine whether or not they would find it useful, (3) all committee members will talk with their colleagues about possibilities for using it to enhance current processes, (4) Todd will begin working with Matt, Gary, and Dana to draft a possible implementation plan and schedule, and (5) Todd will reconvene the committee this summer to consider the draft plan and finalize a decision.

October 19, 2010 (update) – John and Todd will meet to review the system more carefully, and consider possibilities for implementation. Perhaps some existing processes (i.e. attendance checks) could be managed with this program. Russ will mention the concept to Henry. Todd will draft a possible memo from SRC to CIT regarding implementation.