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

Guest attended: Michelle Loyd-Paige


Opening
Prayer (Jacque)

(1) Reviewed and approved minutes from last meeting – October 19, 2010.

(2) Reviewed agenda

Old Items
(3) Retention plan
   • Dale is in the beginning stages of forming a task Strategic Enrollment Management (SEM) taskforce in partnership with the EMC.
   • The retention portion of this plan remains tabled.
   • See action item #1 below.

(4) Student concerns referral system
   • Todd and John met to carefully study the information received from Our Lady of the Lake regarding Datatel’s Retention Alert (RA) software.
   • Todd is meeting with Matt Jeltema next week to pursue next steps, and to investigate options for testing a live demo before committing to an 11/FA pilot and/or start date.
   • Matt Sink (former Datatel staffer who worked on RA) should be consulted.
   • SRC should direct a memo to Henry DeVries and Matt Jeltema regarding interest and support for the software.
   • See action item #2 below.

New Items
(5) Fall-to-spring registration report
   • Todd offered a brief update regarding registration for 11/IN and 11/SP. Data suggest that fall to spring retention projections are in line with recent years.

(6) From Every Nation (FEN) and student retention
   • SRC was joined by Michelle Loyd-Paige for an engaging discussion about recent updates to FEN, which include strengthened goals for recruitment and retention.
   • Michelle encouraged the committee to document our “good intentions” (current efforts) and to design clear strategies for addressing the recommendations by designing measurable goals.
   • Michelle reminded the SRC to remember the college’s need to support both AHANA and International students.
   • SRC members shared anecdotes regarding reported retention obstacles for students of color, including some repeated concerns expressed regarding access to financial support. SRC discussed possibilities for a follow-up discussion with financial services and financial aid about current processes and best practices, etc.
   • In response to the FEN discussion, action item #3 is outlined below.

Adjournment
(7) SRC will meet again in mid-December or early-January.
   • John reported on recent Core Curriculum Committee (CCC) deliberations regarding Calvin’s Prelude program. The CCC received a resolution from two academic departments requesting the formal elimination of the Prelude program.
   • The SRC should pay attention to this discussion, particularly if/as determined that the Prelude program is key to student retention. Perhaps these deliberations will/could serve as a catalyst for first-year program reform. If so, the SRC membership should be consulted as programming decisions are considered.
   • John also reported that Shirley Hoogstra was hoping to send a Calvin delegation to the next conference on First-Year Programs (Atlanta).
Outstanding action items (Blue items determined at the November 22 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.

November 22, 2010 - After a conversation regarding recent FEN updates with Michelle Loyd-Paige, MAC Chair and Dean for Multicultural Affairs, the retention committee will intentionally remember FEN’s retention objectives/goals [B1] for AHANA and International students when developing the SEM retention 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.

November 22, 2010 - Todd will reconnect with Matt Jeltema to reiterate SRC’s continued interest in the software and to investigate options for testing a live demo before committing to an 11/FA pilot and/or start date. Todd will arrange a meeting with Matt Sink (former Datatel staffer) for his insights, as well.

(3) November 22, 2010 – From Every Nation (FEN) – After a conversation with Michelle Loyd-Paige, MAC Chair and Dean for Multicultural Affairs, the retention committee will: (1) clearly document current efforts to support student retention of both AHANA and International students and report to MAC with a written summary, (2) intentionally remember FEN’s retention objectives/goals [B1] for AHANA and International students when developing the SEM retention plan, and (3) possibly host a committee discussion about finances including representatives from financial services and financial aid.