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

Guest attended: Megan Berglund, Beth Dykstra, & Matt Jeltema

Members absent: Luke Mc Rae & Allison Schepers

Opening
Prayer (Tom VE)

(1) Review minutes and/or action items from last meeting – March 7, 2011.
   • Minutes approved

(2) Reviewed agenda
   • Planned to address most agenda items, with the substance of the meeting reserved for item 4 below.

Old Items
(3) Retention plan (Dale/Todd)
   • Planning team (noted above) has met once, and some work has been initiated to brainstorm a possible outline and important metrics for measuring success. The team will continue to work on this important task.
   • See action item #1 below.

(4) Student concerns referral system (Todd)
   • Megan Berglund, Beth Dykstra, & Matt Jeltema joined our conversation to discuss the possibility to fund Datatel’s RA system via a Michigan 4S grant.
   • See action item #2 below

(5) From Every Nation (FEN) and student retention (All)
   • Elicia, Jaque, & Todd met to discuss AHANA and international student experiences and determined that a formal assessment of the social experiences of these student populations is necessary. Short of anecdotal information (via student conversations) we have not done much to assess experiences for some time.
   • See action item #3 below.

(6) Fall-to-spring retention and graduation rates (Tom)
   • Tom shared some enrollment/retention data highlighting fall to spring trends.

(7) Transfer student retention and graduate rates (All)
   • Dana reported that her intern had contacted Spring-2011 transfer students to check-in on how things were going and to learn about their transition experience. Most appreciated the “early” registration process, and no major process concerns expressed.

New Items
(8) Fall-to-fall registration numbers (Todd)
   • Todd shared a preliminary registration/retention report demonstrating fall-to-fall persistence, noting that first-year student retention was running slightly behind.
   • Todd reported that the registrar’s office staff would keep monitoring these numbers throughout the summer and will coordinate contacts with those who should be registered.

Adjournment
(9) SRC will meet next in the early fall.
Outstanding action items (Blue items determined at the May 10 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.

March 7, 2011 – Dale and Todd will meet soon, to discuss next steps.

May 10, 2011 – Planning team (noted above) has met once, and some work has been initiated to brainstorm a possible outline and important metrics for measuring success. The team will continue to work on this important task.

(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.

January 26, 2011 – SRC members will be invited to participate in a hands-on “sandbox” demo of Datatel’s RA software.

March 7, 2011 – SRC members agreed to move forward with Datatel’s RA software. Todd will edit the request/proposal letter, and route it to Matt J. and Henry DV. ASAP. If/when approved, Todd and Matt will begin drafting an implementation plan. SRC should remember to include transfer students as possible “concern” group in RA system.

May 10, 2011 – With guests (noted above) SRC decided to move forward with a 4S grant proposal (State of Michigan) to fund Datatel’s RA software and a possible retention specialist to manage it. Todd and Megan will take the lead on the proposal and will keep the SRC and other key student support teams abreast of progress.

(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.

January 26, 2011 – SRC members are reminded to submit a list of current retention strategies for AHANA and International students. These items will be included in the report noted above.

May 10, 2011 – Elicia, Jaque, & Todd met to discuss the need for a formal assessment of the social experiences of Calvin’s AHANA and international students. Todd will pursue this idea with Mike Stob and/or Tom Van Eck.

(4) March 7, 2010 – Transfer Student Retention – After a conversation with Transfer guru, Kevin Martin (aka “the alien”), the SRC determined these action items: (1) Tom VE will analyze transfer student results from the NRS survey and possibly research attrition differences between 2-year and 4-year transfer students, (2) Dana, Todd, and Megan S. (intern?) will strategically intervene with current Spring-2011 transfer students to ensure connectedness, etc., (3) Dale & Todd will remember transfer students in the SEM retention plan (see action item 1 above), and (4) SRC will remember transfer student status as a potential “concern” group in the RA system (see action item 2 above).