Student Retention Committee - Minutes

December 18, 2012 – 11:00am
International Conference Room (SC-238)

Attended: Caroline Anderson, Elicia Arai, Ebonie Atkins, Russ Bloem, Ken Bratt, Todd Dornbos (chair), Dana Hebkeard, Matt Jeltema (guest), Tom Steenwyk (guest), Tom Van Eck, and John Witte.

Absent: Ebonie Atkins, Andrew Harris, & Rana Huisman.

Opening
(1) Todd opened the meeting, welcomed our guests (phone) from Ellucian, and facilitated introductions

Old Items
(2) Student concerns referral system (Todd)
   • Suzanne McCool (Ellucian) led an interactive demonstration of their Retention Alert student retention system.

Adjournment
(3) Next meeting: December 19 at 2pm – International Conference Room (SC-238)

Student Concerns Referral System (Items below from previous minutes)

March 1, 2010 – 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.

October 25, 2012 – Matt joined our meeting to offer his observations regarding the Retention Alert and Pharos360 retention systems. After a conversation about possible opportunities and drawbacks, the SRC decided to schedule one more demo with each vendor this fall, and prep for these meetings by contacting representatives from other schools that are using each. Todd will schedule demos with each vendor and a meeting with Dana, Ebonie, and John to discuss questions to ask colleagues from other schools.
December 14, 2012 – SRC participated in an interactive demonstration of the Pharos-360 student retention software.

December 18, 2-12 – SRC participated in an interactive demonstration of the Retention Alert (Ellucian) retention system.