Academic Quality Committee
Meeting Minutes
March 26, 2021

I. Call to order

Meeting called to order by Paige Crump at 9:30am via MS Teams.

II. Attendance :

Andrew Reeves	John Girard	Tamatha Lambert	Sandra Bevel	Seyal Arora - visitor
	Christian Kim	James McNeil	Tammy Haislip	
	Karmen Lenz	David Biek	Dian Mitchell - visitor	

   III. Absent members:

Randy Stenman	Jerry William	Rhonda Amerson

   IV. Approval of October Minutes

October's meeting minutes were approved electronically by the committee

   V. Approval of Agenda

      ii.   Studentsreported for Absence and Engagement only had the lowest retention rate, 39%.

      iii. John Girard created the discussion, how the data on the Early Alert system has truly impacted retention is difficult to interpret. What was the data before implementing the system versus now?

      iv. LaVette Burnette created the discussion the system must be assessed in order to create engagement with students It's not about the students it's about ensuring the system is being assessed to accomplish the set goals.

      v. The overall goal of the system needs to be defined and are we utilizing our resources in the best manner.

      vi. Deepa Arora stated the overall goal is to help students by offering some type of mentorship for success.

      vii. It was established communication to faculty and staff needs to be greatly improved, and what strategies are we wanting for the system. Is it going to be centralized versus by school, or department?

c. Early Alert pilot for 3000/4000 level courses

      i. Although the committee offered a recommendation of delaying the implementation of the Early Alert system for 3000/4000 level courses at the October 2020 meeting the pilot was still implemented in Spring 2021

d. Early Alert for Session I and II courses

      i. Again, it is recommended to hold implementation of the Early Alert system to Session I and II courses until improvements are made.

e. The embedded tutoring system

      i. Questions about how many classes utilize the embedded tutoring within their courses.

      ii. Of the data presented for Early Alert Tutoring which of those courses had embedded tutoring and was it utilized.

      iii. The question was raised of how can we engage students with more tutoring options?

VII. New business

a. Updated data for Fall 2020.

      i. This content was discussed in conjunction with old business, on Feedback from Advisors and Faculty. Please refer to notes listed above.

b. Final remaining question to discuss regarding the Early Alert system and Student Success Rates

       i. If all the steps of the Early Alert system were taken with a student did

b.   Waive the 1ˢᵗ parking violation fee if the student is enrolled in 15 credit hours.

c.   Create a block of "Preferred Parking" spots at each campus for those students enrolled in 15 credit hours.