

The mission of Mohave Community College is to be a learning-centered institution, serving all constituencies, inspiring excellence through innovation and empowering students to succeed.

Date: Friday, 12/04/2020

Time: 9 am – 10 am

Location: Zoom

Committee Members Present: Dr. Jennifer Woolston (Co-Chair), Kay Lynn Tybus (Co-Chair), Natalie Gebickie, Dr. Stephanie Dieringer, Michelle Martin, Lisa Adamson, Sierra Stewart, Dr. Robert Kuzma, Vicky Jaramus (Recorder).

Not in Attendance: Tricia Hanks, Lisa Barnes, Jacob Crawford, Dr. Carolyn Hamblin

Guest Speaker: Rosemarie LeFebvre

1. Announcements: (Jennifer and Kay Lynn) - NA

2. Important Dates: (Kay Lynn)

- Data Day for All Employees: Wednesday, December 16th, 12:30pm – 4:30pm via Zoom <https://mohave.zoom.us/j/93217819792>
**Please make sure you have received an invite from Shawn Bristle
- Last Day for 9-month Faculty: Friday, December 18th
- Report to IEAC: Wednesday, December 30th
- Quarterly Reports Due: Monday, January 4th

3. Strategic Plan Updates: (Jennifer and Kay Lynn)

- Regular meetings are still occurring – quarterly, monthly - with multiple reports being submitted to IEAC. Latest IEAC Report in One Note with budget rankings.
- Project proposals are moving forward for Budget Committee review - i.e. Symposium, and Increased Funding for Student Aid, etc. – no official proposals, yet.
- Continuing to work on communication and collaborating with other Co-Chairs while trying not to repeat other work group projects.

4. Standing Reports:

- **Kay Lynn for Trish – Degree Declarations for Academic Planning:** Budget request has been sent to IEAC. Using old, TRM computers may not be appropriate (tech-wise) for all students. Degree Declaration (from Natalie) application process has incurred new issues, but Registrar’s office is working to resolve and make more efficient for students to declare.

- **Natalie – Better Early Alert System:** Different training and new software are being explored.
- **Michelle – Increase Faculty Knowledge & Exploration in Jenzabar:** Continued work on MAP (My Academic Plan) to provide advisor another resource to help build academic plan and provide continued open conversation with students.
- **Jennifer for Dean Hamblin – Diversity and Inclusion Events:** Dean Hamblin is in the process of forming work group. A multi-cultural trivia event (diverse & super cool) is being planned on December 17th at 12:30 pm. Event Zoom link: <https://mohave.zoom.us/j/94935949405?from=addon>

5. Items for Attention (Jennifer and Kay Lynn)

- **Review of Aunt Bertha (findhelp.com) proposal from guest speaker, Rose Lebvre:**
 - a) MCC Subscription for consideration to provide an extra resource service to students with over 1400 programs and services specific to BHC.
 - b) Website does monthly update checks on groups & services to provide up-to-date resource information
 - c) Cost: Initial investment - \$20,000 plus a monthly subscription fee for an MCC portal.
 - d) Representative from Aunt Bertha would provide presentation if it is decided further information is required.
 - e) Michelle's work group will look further into proposal – i.e. Is there help if you can't find resource needed; Tracking – what exact services are provided for cost; How invasive would website be to student vs. data collected by MCC; What will MCC do with data, etc.
- **Progress of Tech Proposal/Budget Request:** Additional data and budget request has been submitted to IEAC. Kay Lynn will update IT on tech issues.
- **Progress of MAP Proposal for IEAC:** My Academic Plan (MAP) form in One Note for submission to IEAC on Dec. 30th.
- **Possible Positions Under Review/Consideration** – i.e. Bookstore, Success Coaches, etc.
 - a) Jennifer is making revisions on a job description for the bookstore and student support. Possible need to amend to full-time position as a second proposal. Position would facilitate training faculty, troubleshoot day-to-day issues, interface with access issues, and respond to student concerns.
 - b) Kay Lynn is exploring the possibility of changing SSC full-time Coordinator to Student Success Coach. This would be a salaried position with the job equivalent of an Advisor. Position could provide soft services, have more voice, (added responsibilities) in addition to the possibility of academic alerts and help provide retention. Strat Group will move forward with this proposal.
- **Early Alert System Purchasing Proposal; Discuss Signal Vine/Cadence Idea**
 - a) Students not responding to email or phone communication. Two-way text messages might prove more useful with students, and provide more support for early alert.
 - b) There is an option to email text. Do we want to learn/track this process?

- c) Natalie's sub-group will explore more/further.
- **Review Data Day Draft Presentation – Strat Group 3;** Gather initial reaction and feedback.
 - a) Is report boring? Are we presenting our objective? Try to present more, “why do you need to know?”
 - b) Keep objective important – what do you plan to improve on?
 - c) Narrow focus down – keep presentation generalized while providing outcome of the data.
 - d) What does this provide the student?

6. **Adjournment:** 10:22 am