



**Student Success Committee
Minutes
September 22, 2016
3:30 – 5:00pm
2314 Conference Room**

CALL TO ORDER - Teresa called the meeting to order at 3:35.

ROLL CALL

X	Dan Bryant	X	Tim Johnston		Kevin O'Rorke
X	James Crooks	X	Jason Kelly	X	Shelly Presnell
X	Cheryl Cruse		Irma Leal-Cervantes	X	Student Rep- Alyssa Buendia
X	Teresa Doyle		Kate Mahar	X	Susan Sawyer
	IT-Rep-James Crandall	X	Lyndia McBroom	X	Buffy Tanner
X	Lorelei Hartzler		Jennifer McCandless		
Guests					
William Breitbach		Sue Loring		Nadia Elwood	

APPROVAL OF MINUTES - Due to time constraints, review and approval of the minutes was tabled until the next meeting.

DISCUSSION/ACTION – The committee participated in a Starfish Enterprise Success Platform demonstration, presented via webcast by Kelly Killby. She started with a brief overview and introductions. Kelly explained that Starfish has 3 main components: the Early Alert, Connect, and Degree Planner tools. It is a role and relationship based system; i.e., it is based on your role at the institution and your relationship with the student at the time. It is intentionally designed to help students early, using a holistic approach.

Kelly demonstrated the degree planning tool, explaining that it has drag and drop functionality. It starts from the assessment level, and pulls information out of Colleague. The system will decide whether it's an abbreviated or comprehensive ed plan. She explained that the implementation requires 6 months to build the programs. When building programs, it takes historical information into account.

The early alert program has a high faculty engagement rate because it's very easy to use, and also allows the instructor to send notes to students easily (including sending a kudo, sending an assignment, sending a flag or sending to services). The system has a great deal of flexibility. You can also create customized "success plans," which can be a good place for categorical programs to track their requirements.

Kelly then displayed the student dashboard, which is personalized to each student. They can view instructor office hours, current grades, and student success plans. She showed how students schedule counseling appointments, which also has a calendar integration feature.

Kelly then demonstrated the counselor "Super User View." This allows the counselor to filter as needed, take action on various options, plan for student meetings, access privatized notes, etc., while pulling in attributes that make sense in your system.

The presentation ended at 4:55. Kelly will follow up with Tim.

Teresa asked Tim what the next steps were. Tim said this demonstration was provided as an alternative, and to decide if they want to move forward. There are a certain number of degrees which are included in the program, with others being added by us or at an additional cost by them. Updates/modifications can be made as needed. With a November implementation date, the Early Alert aspect would be available within 2-3 months (allowing for a pilot in the spring and full implementation in the fall semester). The Ed Plan component will require a full 6 month implementation timeframe. The cost of the first year is supplemented through the Chancellor's office, and from then on would be funded through categorical programs.

Teresa asked the group whether they recommended moving forward, waiting to get more input, or were not interested. Dan made a motion that we move forward and approve Starfish, forwarding this recommendation to Cabinet. Jason seconded, all approved.

Due to time constraints, Teresa passed out a sheet on the BSSOT Transformation Grant, and asked everyone to review it on their own time.

ADJOURNMENT

Teresa adjourned the meeting at 5:01 p.m.

Respectfully Submitted,

Sharon Strazzo
Recorder