

TO: SST Executive Committee

FROM: Elizabeth Whitt

DATE: August 22, 2007

RE: DRAFT Notes from SST Exec Meeting, August 21, 2007

Present: M. David, D. Grady, C. Washington-Hoagland, B. Ingram, W. Nelson, T. Rocklin, V. Stange, D. Thomas, E. Whitt; Guest: Pat Folsom

A. *Discussion: Moving Forward with SST Retreat 'Results'*

1. "Do It Now" (projects/actions/tasks that can be done quickly and soon and don't require new or expanded funds)

Expanding Faculty Engagement: Welcome Week 2007

Can this be addressed in time? And by whom?

"Pick One"

Encourage new (first-year? not just first-year?) students – at Orientation, at the beginning of the fall semester -- to "pick one" co-curricular or extra-curricular activity with which to get involved

Involves: Academic Advising Center, Orientation Services, Housing, (who else?)

Taking the Lead:

Timeline:

Identify/Inventory/Communicate Opportunities for Student Engagement

Provide a comprehensive, one-stop resource for opportunities for student engagement. Two aspects of this are underway: (1) leadership inventory being conducted by OSL, (2) expanded inventory of involvement opportunities as part of the HLC Self-Study (OP Research Assistants)

Involves:

Taking the Lead:

Timeline:

Define Student Success

What does 'student success' mean at UI? Message should be concise, measurable, and marketable to all relevant audiences; has implications for the "Message Project" underway

Involves:

Taking the Lead:

Timeline:

The "Message Project"

Creating a consistent message about "what it means to be an Iowa student"

Progress: We have a report of the analysis of the nearly 2400 responses to the university-wide survey;

Next: Use the results of that analysis and other SST conversations to generate a "message" for discussion across the University

Involves:

Taking the Lead: Liz W. and Tom R.

Timeline: Draft message to "shop around" by September 1

Communicate Messages about Student Success

Letting everyone know/reinforcing for everyone (faculty, staff, students) (1) what matters for student success and (2) that everyone matters for student success.

Involves: HR 'Orientation' for newcomers, New Faculty Orientation, (other faculty and staff development settings/opportunities?)

Involves:

Taking the Lead:

Timeline:

Identify/Inventory/Communicate Barriers to Student Success

Identify policies, practices, and programs that inhibit student success; identify appropriate responses.

Involves:

Taking the Lead:

Timeline:

Friday Classes

Increasing the number of undergraduate classes offered on Friday; also underway – CLAS is 'on board' and TCOB 'is interested'

Involves:

Taking the Lead: Tom R.

Timeline: Changes effective Fall 2008

Recognition and Rewards for Student Engagement (see also 'long-term' list)

Reinforcing student engagement in educationally-purposeful activities via recognitions and rewards.

Short-term possibilities: fyi articles, 'inventory' and publication of current efforts/current recipients of recognition.

Taking the Lead:

Timeline:

Expanding Faculty Engagement: Faculty Advisory Group on 1st-Year Student Success*

Involve faculty who teach first-year students (including in large classes) in conversations and action plans for addressing student academic engagement and success. *NOTE: I know we didn't discuss this yesterday, but am taking the liberty of adding it to these 'draft' notes because it seems to me to be a 'do it now' endeavor and generated a lot of interest in my small Retreat group.

Involves:

Taking the Lead:

Timeline:

Training for Undergraduate TA's in Service Learning Classes (see also 'long-term' list)

Taking the Lead: Bill N. and Center for Teaching

Timeline: This phase begins Fall 2007

2. "Long-Term" Projects (need time to figure out what to do and/or need new/additional funds)

Extended/Expanded First-Year Orientation Experiences

Extend 'orientation' and transition activities beyond summer orientation, expand first-year student involvement in transition activities.

Involves:
Taking the Lead:
Timeline:

Early Warning System

Study/create comprehensive, coordinated system of identifying and responding to students in difficulty (academic, social, judicial, personal, etc.).

Involves:
Taking the Lead:
Timeline:

“One Community, One Book” Project

Expand Center for Human Rights program to include entire (?) UI community.

Involves:
Taking the Lead:
Timeline:

Peer Educators

Identify ways to expand use of undergraduates as peer educators (advisors, mentors, research assistants, TAs); includes consideration of training of peer educators.

Involves:
Taking the Lead:
Timeline:

Recognition and Rewards for Engagement

Expand recognition and rewards for engagement in ‘what matters for student success’ by students, faculty, and staff.

Involves:
Taking the Lead:
Timeline:

Healthy Traditions, Rituals, and Ceremonies

Identify, create, implement traditions, rituals, and/or ceremonies to foster student success (e.g., Opening Convocation)

Involves:
Taking the Lead:
Timeline:

Research and Assessment

Expand/implement research and assessment regarding student success, student experiences and outcomes, etc. at UI. Aspects of this are in process: learning outcomes assessment in undergraduate majors, SST Research Coordination Council.

Involves:
Taking the Lead:
Timeline:

Learning Communities

This also is in process; Task Force has completed “phase one” and has begun “phase two” (see below).

3. Next Steps: Tom, Bill, and Liz will talk about the scope and sequence of these ideas; we anticipate creating small groups (from the SST Executive Committee, the SST, and others as necessary) to take on the projects the SST Executive Committee identifies as priorities; and we anticipate having someone from the SST Exec take the lead on as many of these projects as possible.

B. *Learning Communities Task Force Update* (Pat Folsom)

1. The Learning Communities Task Force has completed the first phase of their 'charge' and has begun Phase Two.
2. Discussion: Feedback/Suggestions for Phase Two:
 - "Critical Elements" (based on Task Force research): Mission statement and learning outcomes.
 - Current Task Force Definition of Learning Communities: Should this definition refer to all students, not just undergraduates? Should the definition specify first-year students if that's the focus of the group's work?
 - Issues to Address:
 - Standards/Criteria for effectiveness for learning communities across the learning communities. Concerns were raised about current practices – lack of clarity about expectations, lack of common understanding of standards.
 - Quality control (goal, structures) across learning communities. Balancing flexibility with consistent quality.
 - Where do/Do Greek organizations fit into the discussion about expanding learning communities? Is this within or outside the scope of the Task Force's charge?
 - Issues raised: broader 'learning' focus in new member education programs, courses in common within and/or across Greek chapters, offer classes in chapter houses, require 'learning community' experience in residence halls to move from hall to chapter house.

C. *SST Website*: We can put an SST web page on the Office of the Provost website, but need a design/structure for that page. Marcella D. volunteered to lead this project; other volunteers to assist her?

D. *Research Coordination Council Update*

1. The RCC (or "Virtual Office of Institutional Research") has met and 'accepted' the charge from Tom R. to the group. First task: identify what research and data are available relevant to student success at UI.
2. The RCC is interested in receiving suggestions for research projects (as part of the inventory and/or as original projects to undertake) in 'phase 2' of its work. Please contact the RCC chair, Joyce Moore.
3. Marcella D. requested someone with particular focus on diversity issues be added to the RCC. She'll let Tom know whom she recommends.

E. *Next Meetings:*

1. The next SST meeting is Friday, September 14, 10:30-12:00 in 2520D UCC. Agenda: (1) Rod Lehnertz will talk about space and facilities as they relate to student success at UI, (2) Progress on action plans and projects.
2. The next SST Executive Committee meeting has not been scheduled. Angie Cochran will be in touch.