

PRESIDENT'S CABINET MEETING
September 15, 2020
MINUTES

CALLED TO ORDER

9:02 am

ADJOURNED

10:30 am

MEMBERS PRESENT – VIA GOOGLE MEETS & IN PERSON

Bob Austin; Kevin Ball; Tamara Clunis; Cara Crowley; Cheryl Jones; Russell Lowery-Hart; Chris Sharp; Joe Bill Sherrod; Denese Skinner; Mark White

MEMBERS ABSENT

OTHERS PRESENT

Joy Brenneman, Collin Witherspoon

DISCUSSION:

1. FTIC DATA DISCUSSION	Witherspoon
<p>Mr. Witherspoon presented data for the at-risk FTIC students. The at-risk scores were created initially for the coaches and champions program to assign appropriate interventions to students based on their score. Of the 1,600 students in this group for Fall 2019 (pre-census date), 424 were level 3, 74 in level 4, and only 2 in level 5. Students who score a 3, 4, or 5 are considered most at risk, with 5 being the greatest.</p> <p>The largest number of students who dropped their courses were level 3. Students who return, graduate, or transfer are counted as retained. Fall to Spring retention rates for the last two years are approximately 80% which is the usual retention rate. For the at-risk group, retention rates during COVID were even lower than usual. Once the transfer information is received, Mr. Witherspoon expects retention for these students to be at 60%. When comparing the various at-risk intervention attempted over the last 3 years, there has been limited increase in retention rates for the FTIC group.</p> <p>Ms. Crowley will begin working with Mr. Witherspoon to look at different groups of students, and Dr. Lowery-Hart will lead focus groups in an effort to determine what these students need and what has worked for some. A small number of students assigned to an instructor in an FYS class did have higher retention rates. Since the number was small, it was not statistically significant.</p> <p>Cabinet discussed piloting required FYS courses in Fall 2021 with a small section of a 3-hour FYS course with coding. Other FYS courses with coding should be ready to go at scale in year 3 and each community should determine what tech skills will be necessary in their area for the coding piece.</p> <p>The focus of the next strategic plan will be loving Maria to success through technologies and careers which will require all students to have a basic understanding of programming.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• See above.	

2. ASPEN POST MORTEM	Cabinet
Dr. Lowery-Hart discussed his thoughts on the Aspen site visit. Although the college spent much time in preparation, he felt the committee did not fully grasp what AC is doing. It was an insightful exercise that did affirm AC's initiatives. The interviews with students revealed that their experiences with AC's caring is very real. The Aspen committee was looking at processes and tried to fit AC into a traditional higher-ed checkbox. The college put its best foot forward and being in the Aspen Top 10 is worthy of celebrating.	
Action Items: <ul style="list-style-type: none"> Some HR data that was presented will be cleaned up, and Mr. Witherspoon will get a breakdown of completion rates from 2016 forward, including percentages for each category. This will include one to two years prior to implementing stackable credentials. 	
3. COURTESY FUND	Jones Cabinet
Cabinet discussed whether information regarding hospitalizations and births of babies violated HIPAA regulations. The courtesy fund for a bud vase which is sent to someone in the hospital has not been used in over two years. The baby spoons are popular gifts sometimes requested by the employees themselves.	
They decided to do away with the bud vase but continue with the gift of engraved baby spoons.	
Donations to the courtesy fund will be explained and solicited in the next Badger Buzz.	
Action Items: <ul style="list-style-type: none"> None 	
4. COUNCILS AND COMMITTEES	Clunis
Cabinet was asked to contact Toni Van Dyke with any changes or corrections to Councils and Committees by Friday. The final version will be provided to Cabinet prior to the next meeting.	
Action Items: <ul style="list-style-type: none"> None 	
5. COST PER STUDENT	Sharp
Mr. Sharp discussed three ways of calculating the cost to educate a student. Total operating cost can be divided by credit hours, contact hours, or number of students to get these numbers which are vastly different from each other. The total operating expenses provided by the audit each year include depreciation, instructional costs, public service, academic support, student services, institutional support, operations & maintenance, scholarships, auxiliary enterprises, and bond payments. It was suggested that payments not directly tied to instructional support, such as bond payments and auxiliary enterprises, be removed from the operating costs to determine a more realistic number for this cost per student.	
Action Items: <ul style="list-style-type: none"> None 	

6. JUST MERCY BOOK DISTRIBUTION	Lowery-Hart
Cabinet will let Ms. Brenneman know how many more books they need for their departments/divisions for part-time staff and those unable to attend General Assembly. Dr. Clunis will determine how many are needed for adjunct faculty.	
Action Items: <ul style="list-style-type: none"> • n/a 	
7. NO EXCUSES 2020 REFLECTION	Cabinet
Cabinet reflected on the accomplishments of No Excuses 2020. Final completion rates are expected to settle around 55%. The college created an honest framework and then focused on strategies and details within that broader framework. It was a clear, simple, and understandable plan that proved to be successful and flexible during the pandemic. No Excuses 2025 will continue the successes of the 2020 plan and will focus on new institutional goals to increase completion and learning, align degrees and certificates with labor market demand, provide equitable degree and certificate attainment, and build systems for financial effectiveness.	
Action Items: <ul style="list-style-type: none"> • n/a 	
8. OTHER DISCUSSION	Cabinet
<p>Dr. Lowery-Hart noted that he had met with the Faculty Senate Officers. There is still concern with the merit pay system and they will work with HR to refine their evaluation process.</p> <p>Mr. Austin asked for Cabinet direction on handling requests from ISD teachers who would like the college to provide tours on the campus. It was agreed that the college is not yet in a position to ensure safety. Given current COVID-19 restrictions and guidelines, these types of tours cannot be managed efficiently.</p>	
Action Items: <ul style="list-style-type: none"> • n/a 	