

Student Engagement & Success Committee

University Council

MINUTES

DATE: 9/21

TIME: 9:00 A.M.

LOCATION: MICROSOFT
TEAMS

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| MEETING CALLED BY | Dr. Kathryn L. Cerrone |
| TYPE OF MEETING | Monthly Meeting |
| PRESIDER | Jennifer M. Manista |
| NOTE TAKER | Katelyn Frey |
| ATTENDEES | <p>Members in attendance:</p> <ol style="list-style-type: none"> 1. Jennifer M. Manista <ol style="list-style-type: none"> a. Microbiology Coordinator b. Chair of SES Committee 2. Kathryn “Katie” L. Cerrone <ol style="list-style-type: none"> a. Associate Prof. Technical Mathematics b. Vice Chair SES Committee 3. Gregory S. Dieringer <ol style="list-style-type: none"> a. Coordinator of the CCP Program 4. Greagory Hustak <ol style="list-style-type: none"> a. USG Senator 5. Dr. John Anthony Messina <ol style="list-style-type: none"> a. VP of Student Affairs 6. Katelyn Frey <ol style="list-style-type: none"> a. GSG VP b. SES Committee Secretary 7. Kathryn “Katie” Kay Yinger <ol style="list-style-type: none"> a. Coordinator of Administrative Services, CEPS <p>Absent with notice:</p> <ol style="list-style-type: none"> 1. Kevin A. Feezel <ol style="list-style-type: none"> a. USG President 2. Melissa Seabolt <ol style="list-style-type: none"> a. GSG Representative 3. Timothy M. McCarragher <ol style="list-style-type: none"> a. Acting Dean, College of Health Professions <p>Absent without notice:</p> <p>Other attendees:</p> |

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| 9:00 - 9:02 | CALL TO ORDER | NAME OF CHAIR |
| 10/26: 10:00-10:02 | UNFINISHED BUSINESS | NAME OF CHAIR |
| 10/19: 9:02 – 9:20 | ELECTIONS | DR. KATHRYN L. CERRONE |
| 9:20 –10:00 | SES COMMITTEE YEARLY GOALS | JENNIFER M. MANISTA |
| Agenda topics: | | |
| DISCUSSION | 1. The chair called the meeting to order. He/She asked for additions to the agenda. There being none, the agenda was approved as distributed by unanimous consent. | |
| DISCUSSION | N/A | |
| DISCUSSION | <ol style="list-style-type: none"> 1. First, elections were conducted for the Chair of the SES Committee. Responsibilities include calling the meeting, attending University Council meetings to provide a report, to submit the in-depth report in October. Elections resulted in Jennifer M. Manista as Chair for the 2020-2021 academic year. 2. Election for the Vice Chair, whose responsibilities include attend University Council when Chair is unable to attend and otherwise perform Chair’s duties when needed, resulted in Kathryn L. Cerrone as the Vice Chair for the 2020-2021 academic year. 3. Election for the Secretary, whose responsibilities include recording the monthly meeting minutes, submitting them to them to Heather Loughney, and providing an executive level summary for UC, resulted in Katelyn Frey as the Secretary for the 2020-2021 academic year. | |
| DISCUSSION | <ol style="list-style-type: none"> 1. Review of previous goals, which are as follows: <ol style="list-style-type: none"> a. Identify a small number (3-5) of ideas from the Tiger Team report to focus on and evaluate in order to provide recommendations of policy and practice to help foster student success and engagement. b. Contribute to the continuation of the ITL HIT series by providing topic suggestions for the 2020-2021 calendar year based off discussions within this committee, collaborate with ITL and of the recommendations put forth from the Tiger Team report. c. Collect information about the needs and desires of the graduate study body in regards to building community within the graduate school. 2. After discussion of the previous goals as well as suggestions shared by all present parties, the consensus about the future goals resulted in the following: | |

- a. Encourage and support faculty in their consistent use of Brightspace across all courses by partnering with APC, with the minimum expectation of posting syllabi and utilizing the gradebook.
 - i. Rationale 1: The university's goal is to expand in-person courses by 15% in order to use buildings' capacity, but overall the goal is to maintain online learning.
 - ii. Rationale 2: A common complaint from students seems to be that faculty are either not using Brightspace or using it inconsistently, which confuses students about course responsibilities.
- b. Assist faculty with consistent and compatible student engagement, both in-person and online.
 - i. Rationale 1: The university's goal is to expand in-person courses by 15% in order to use buildings' capacity, but overall the goal is to maintain online learning.
 - ii. Rationale 2: Biggest complaint from students seems to be lack of communication between faculty and their students about the course implementation.
- c. Review GSG 2020 survey data in order to determine graduate student needs and provide suggestions to improve graduate student engagement.
 - i. Rationale 1: It's important to target specific groups (e.g. graduate students) for goal implementation and retention & completion plan.
 - ii. Rationale 2: The Graduate Student Government is conducting a series of surveys to assess mental health and other concerns, so this data can inform an action plan going forward.

The meeting was adjourned at 10 a.m. by unanimous consent.