Retention Council
Minutes
August 28, 2014
LH 200


1. **Revisit Retention Council Charge**

Charge: The Retention Council (made-up of faculty and staff from all University divisions) serves to monitor retention outcomes and recommends changes to increase retention and graduation rates.

Tony Vizzini introduced the agenda item and pointed out the need to revisit the Retention Council charge in light of recent administrative changes. It was brought-up the Council may need to be reconfigured as it was too large and not suited to make recommendations that had arisen from discussions. For example, a previous recommendation, to have advisors inform students of the risks involved when enrolled in courses with high D/F/W rates, was never implemented in a systematic way. Others found the Council to be helpful as a means to learn about retention activities happening across the University. Rick Muma reminded the members that this Council (or some other similar group) was needed to review the Graduation Partnership (the University’s current retention effort and the focus of the QI initiative for HLC’s accreditation reaffirmation visit in 2017).

Overall, there was support for the Council to continue in its current configuration. Tony Vizzini outlined the following focus of the Council for the short-term:

- a. Assign the Advisor Council to make recommendations for advising at-risk students.
- b. Revisit WSU 101 as the main focus of the first-year experience, i.e., whether it should remain the same, modified, renamed, etc. Kim Sandlin will
coordinate this effort with a sub-group of the Council and other appropriate individuals.

Both groups will report on their progress at future Council meetings.

2. **Other Business**

David Wright and Rick Muma discussed the Student Early Alert System (SEAS). SEAS will be taking the place of GradesFirst starting fall 2014. This system allows for a process whereby faculty can raise alerts on UG and/or GR students not performing in the areas of attendance, participation, assignments, and examinations. Alerts can be raised at any time, but will be encouraged during the 1st, 3rd, 5th, 8th, and 13th weeks of class through an automated system. Students will be sent an email from their instructor notifying them of the alert and the need to rectify the deficiency. SEAS alerts will be populated in the Student Success Collaborative advising tool (for all UG students) to assist advisors in identifying students who may not be preforming at levels known for success.