

**NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS**

**STUDENT SUCCESS COMMITTEE**

Thursday, January 15, 2015

**STUDENT SUCCESS COMMITTEE**

Julie Robinson, Chairperson	PRESENT
Don Oelsigle	PRESENT
Larry W. Poessnecker	PRESENT
Gene L. Willers	PRESENT
John W. Davies, ex-officio	PRESENT

**OTHER BOARD MEMBERS**

Steve Anderson	PRESENT
Keith E. Harvey	ABSENT
Arlan Kuehn	PRESENT
Terry F. Nelson	PRESENT
Dirk Petersen	PRESENT
Shirley Petsche	PRESENT

**STAFF**

Dr. Michael Chipps	Michele Gill
Mary Honke	Heather Claussen
John Blaylock	
Lynne Koski	
Dr. Karen Severson	
Derek Bierman	
Eric Johnson	
Dr. Tracy Kruse	
Jim Curry	
Diane Reikofski	
Amanda Nipp	
Stacy Dieckman	
Lyle Kathol	

**MINUTES**

1. The meeting was convened at 10:30.m. in the in Suite G of the Lifelong Learning Center, by Julie Robinson, Chairperson of the Student Success Committee.
2. Recommended approval of the Minutes of the December 11, 2014 meeting.
3. Stacy Dieckman, Director of Financial Aid, presented the 2013-2014 Scholarship and Financial Aid Report, reporting that a total of \$16,743,238.67 of financial aid was awarded through the financial aid office. In 2013-2014, 67% of the Northeast student population received federal financial aid. Of the students who apply for federal financial aid at Northeast, 44% are independent students and 56% are dependent students.

Board members who will be participating in the Community College National Legislative Summit in Washington, DC expressed their appreciation of the information on the number of Pell Grant recipients as this information is valuable to them when meeting with senators and congressmen.

Terry F. Nelson suggested that the financial aid numbers could also be used to educate the general public of students' need.

4. John Blaylock, Vice President of Educational Services, reported that Diversified Manufacturing Diploma and Food Services and Dietary Manager Certificate will be added to the 2015-2015 catalog. The Coordinating Commission for Postsecondary Education considers both as reasonable extensions to current programs so no additional approvals are required.

Dirk Petersen commended Mr. Blaylock for working to provide these types of opportunities and provided encouragement for Northeast to approach local industry for equipment donations for various programs.

Mr. Blaylock reported that the Administrative Assistant Program name has changed to Administrative Professional, keeping the title current and consistent to what is being used nationally.

5. Amanda Nipp, Dean of Enrollment Management, highlighted some of the key retention initiatives that are in progress during the 2014-2015 academic year include:
  - Engage Assessment: This assessment predicts a student's motivation and success in college. Students involved in this pilot project will be assigned a success coach who will meet regularly with their students and monitor their academic progress throughout the year. During the summer of 2015, data will be reviewed to determine if the Engage Assessment was an accurate predictor of retention and if the extra interventions made students more likely to persist than those not receiving extra support.
  - FAME Score: Used, along with the FAME retention predication score, to help intervene with the students who can benefit most from assistance at the start of the semester.
  - Early Alerts: Currently, faculty and staff are encouraged to submit an online Early Alert form anytime they are concerned about a student. The automated Early Alerts, which are triggered when student make retention-related decisions, is being tested. These Early Alerts will allow student support staff to follow-up with a student immediately, and intervene or offer assistance to keep students on the right track.
  - Drop-in Tutoring: A CCPE grant received during the 2013-2014 academic year provided funding to allow the Advising and Academic Support Center to expand tutoring services to provide drop-in tutoring. During the 2013-2014 school year, 294 students received tutoring, an increase of 153 students over the previous year. An even larger increase is expected this year as a result of the drop-in tutoring.
  - College Completion Initiative: During the 2013-2014 academic year, as a result of a CCPE grant, Northeast was able to hire a part-time staff member to assist in contacting students in an attempt to increase our graduation rate. The Reverse Transfer Coordinator contacted students who had completed 45 credit hours at Northeast and then transferred on and asked them to send their transcripts back to Northeast to see if they would be eligible to earn their Associates degree. Their next contact will be with stop out students who quit attending Northeast with at least 45 credit hours, and did not attend any other college since.
  - Enhancing Academic Advising: Using CCPE grant funding, an academic advising audit was conducted by a consultant last spring. The consultant reviewed materials regarding academic advising process at Northeast and conducted focus groups with students and faculty on campus. Several recommendations were received from this audit for enhancing academic advising. Additional plans are in place to formalize an academic advising mission, vision, and philosophy for Northeast and spread awareness across campus about advising for student success. Several other initiatives will occur across campus including professional development targeting academic and career advising.
  - Bridge to Success: Funded through a Perkins Supplemental grant, this program was created to build a bridge for students to transition from secondary to postsecondary education and provide support and encouragement as the students pursue a degree in career and technical programs of study.
  - Comprehensive Prospective Student Communication Plan: The Clarus Corporation conducted an audit of our prospective student communications. The consultant provided her final report and recommendations in October 2013. A team has been meeting and working through the development of a campus-wide comprehensive Prospective Student Communication Plan. The team will next streamline all communications to assure a common message, tone, and look is being used.

- Schools App/Facebook for Northeast: Northeast received a grant through the Bill and Melinda Gates Foundation to implement Schools App for our students. The Gates Foundation was interested in seeing if connections made on social media (Schools App) could be successful in increasing student engagement and retention rates at community colleges. Schools App is a Facebook page that is open only to Northeast students. Schools App also provides space for college announcements and updates. Schools App was introduced to student leadership groups this fall, and will be rolled out to all students this spring 2015.
- Guidance Counselor Camp: The Perkins Supplemental Grant provided funds for a Guidance Counselor Camp during the summer of 2014 with 28 guidance counselors attending. The May 2015 Guidance Counselor Camp is currently being planned, although the focus will continue to be on college and career readiness, different program areas will be highlighted this year.
- TRIO/Student Support Services Grant: A team of five staff and one contracted grant-writer are currently writing a proposal for the federally funded TRIO/Student Support Services (SSS) grant competition. The SSS Program provides grants to institutions of higher education to operate projects that provide opportunities for academic development, student assistance with basic college requirements, and motivation for students to successfully complete their postsecondary education. The grant, if funded, would provide Northeast with \$220,000 each year for five years, with the opportunity to reapply and be refunded for another five years. TRIO/SSS grants are extremely competitive, with 1,600 applications expected and approximately 1,026 awards being made. The grant is due the end of January 2015, and if funded would begin in August of 2015.

Board members indicated a desire for more information on the FAME Score and Academic Advising initiatives at a future meeting.

6. Dr. Michael Chipps provided an overview of the Governance Institute for Student Success (GISS) Board Self-Assessment Process which is a tool to be used to initiate constructive dialogue on the board's strengths, weaknesses, and areas requiring further attention.

A great deal of work occurred at the Nebraska Community College Association's annual meeting reviewing the report compiled by the American Association of Community College of Northeast's board GISS results from 2012 compared to 2014. Mary Honke highlighted areas where the greatest differences exist to determine if these are areas on which the Board desires more information.

Review was also given to the Northeast Community College Board of Governors Progress Made on 2012 GISS Commitments to Action. Mary Honke advised that these will be moved to the next plan of action as indicated by the board so work can continue to build upon these goals.

7. With no further business to discuss, the meeting was adjourned at 12:05 p.m.