

## **Student Success Governance Committee February 13, 2019**

**Committee Members in Attendance:** James Edwards (chair), Bridgett Passauer (phone), Carolyn Williams, Mark W Flanders, Michael Williams (phone), Sharon Braziel

### **Summary of Meeting:**

Meeting was called to order at the Chesapeake Campus at 1pm in the George Pass Building (Provost Conference Room).

- The meeting opened with a review of the November 2018 and December 2018 meeting minutes as well as the mid-year report for the Student Success Governance Committee.
- November 2018 minutes - no edits or recommendations (approved by committee).
- December 2018 minutes - requested to resend attachment for the Advising Model Conceptual Framework. Committee members were unable to open the attachments. Minutes were edited to include the previous recommendation to use the term “advisor” versus “advisor or counselor” consistently when referring to the Advising Model (approved by committee).
- Mid-Year Report – no edits or recommendations (approved by committee).
- The remainder of the meeting focused on edits to the Student Affairs Policies 2200. The committee was able to complete edits to the following with a recommendation to receive feedback from the College Registrar for Policy 2207 and Admissions/Enrollment Services for Policy 2208:
  - 2201 - Student Payment of Tuition and Fees
  - 2202 - Use of Student Electronic Mail System for Large-Scale Notifications and Information Distribution
  - 2203 - Refusal or Revocation of Admission
  - 2204 - Transcript Request Processing
  - 2205 - Student Travel
  - 2206 - Refunds, Credits, and Reinstatement as a Result of Military Service
  - 2207 - Domicile and In-State Tuition Determinations and Appeals (*College Registrar feedback needed*)
  - 2208 - Admissions (*Admissions/Enrollment Services feedback needed*)
  - 2210 - Student Complaint Process
- It was decided that the next 2 meetings will focus on completing the following charges for the committee:

- Create and present a process allowing for student feedback specific to the implementation of the advising model
- Develop and present a college-wide model for engaging students in career services and employer hiring and networking events.
- The following policies remain to be edited:
  - 2211 - SAT/ACT Scores and High School Transcripts
  - 2212 - Student Development Course (SDV)
  - 2213 - Advising

A doodle poll will be sent to committee members to determine that the next 2 meeting dates (March and April). The meeting adjourned at 2:37pm.

Respectfully submitted by:  
James Edwards, Chair