



**Student Success Committee Meeting**  
**Virginia Beach Campus, Provost Conference Room**  
**September 18, 2014**  
**2:00 p.m. to 4:30 p.m.**

***Members in attendance:***

Marilyn Hodge, Virginia Beach—Chair  
Emily Hartman, Virginia Beach—Student Activities  
Michele Barnes, Virginia Beach—Student Services  
Cecelia Johnson, Norfolk—Faculty  
Nora Marlow, Norfolk—Library  
Tiffanye Sledge—Portsmouth, Faculty

Members absent:

Marc Wingette, Chesapeake—Faculty  
Annette Mewborn, Virginia Beach—Library  
Frank Dixon, Virginia Beach—Student  
Percy Dean, Chesapeake—Student  
Holly Estrada, Chesapeake—Student Services  
Ted Tyler, Portsmouth—Student Services

- i. **Call to order**  
The meeting was called to order at 2:37
- ii. **Minutes approval**  
This was the first meeting of the semester; there were no minutes to approve.
- iii. **Introduction of New Committee Members**  
The Chair welcomed new committee member, Nora Marlow, from the Norfolk Campus Library to the committee.
- iv. **Establish Fall 2014 meeting schedule**  
The following meetings were established for the Fall 2014 semester  
Tuesday, October 7, 2014 from 1:30 p.m. to 4 p.m., Norfolk Campus  
Monday, November 3, 2014 from 1:30 p.m. to 4 p.m. , Chesapeake Campus  
Tuesday, December 2, 2014 from 1:30 p.m. to 4 p.m., Portsmouth Campus
- v. **Old Business**

The Chair briefly explained the Spring 2014 goals and objectives to the committee members. That the committee was working towards the creation of a Faculty Mentoring Model, utilizing the NOVA Mentoring program as an example. The Chair reviewed the Faculty Mentoring document that was created during the 2013-2014 Academic year.

- vi. **New Business**  
**The committee discussed the task at hand for the fall 2014 semester which includes completing the faculty mentoring proposal. Substantive work on this was accomplished.**
- vii. **Action plan for next meeting:**
- viii. **Continue to work on the document. Target date for completion is the end of the fall 2014 semester.**

Respectfully submitted by:  
Emily Hartman  
Committee Secretary