

**Integrated Student Experience (ISE) Implementation Alliance**  
**March 1, 2018 Meeting**  
**9:30-10:30 AM B113**

**MINUTES**

Attended: Amy Callahan, Mary Farrell, Tina Favara, Linda Giampa, Mike Hearn, Bill Heineman, Carolyn Knoepfler, Janice Rogers, Kelly Sullivan, Grace Young, Judy Zubrow

1. Updates from the Teams

Meta Majors Centers: status of location and faculty leadership planning from each MMC

Locations:

Liberal Arts MMC tentatively approved for C209 (current Career Services)  
Professional Studies MMC tentatively approved for C203  
implies upper level STEM tutoring moving to STEM MMC in Tech Center  
STEM MMC tentatively approved for current CIS Faculty office suite in TC  
Health MMC: needs further discussion but preference is El Hefni location  
Center for Student Success: much hinges on when Valley Works will move out  
Math and ELA Tutoring and Academic Coaching to remain 2<sup>nd</sup> Floor Spurk  
Career Services HQ'd in Behrakis but offering services in MMCs, elsewhere as needed  
C210 to continue as place for Fusion classes but when not scheduled available to MMCs and other CSS services, events, etc.  
Advantages to concentration of MMCs, CSS Services on 2<sup>nd</sup> Floor of Spurk: student traffic, ability to share resources, feed off each other's initiatives, etc.  
Disadvantages: does the services mission of MMCs start to outweigh the academic mission? Will be critical to design programming to get the right balance

Need to have similar discussion about Lawrence locations soon

Faculty Leadership Plans:

STEM: Advisory Board with rep from each area; will pick a single leader  
need a job description of what faculty leaders will do

Kelly will share Business description she is developing

Professional Studies: two faculty may share leadership duties?

Business: Judi Ciampi will continue in her role

LA: need to add in Ken, Trish; team of chairs but need a single leader?

Health: strong group of existing chairs/coordinators; will have one leader?

Once official leaders or reps are chosen, we can invite them to these meetings

Curriculum Pathways: status of work on outcomes, curriculum maps, course sequences

30 faculty have responded to calls to share outcomes/curriculum maps

variety of materials actually received and sometimes differing by academic area

Judy and Scott Joubert meeting next week to pinpoint areas that need most help

those programs will be provided whatever coaching, time/money needed

Judy reported that we appear to be roughly on track with timeline for checklist

Center for Student Success: status of work on location planning

New core team first meeting next week

Also holding coffee hours for input/feedback

AP faculty will keep offices in Spurk but do some non-instructional time in Behrakis

Extensive discussion of faculty non-instructional workload

Bill will clarify for everyone that day faculty non-instructional workload parameters are not changing and that the goal is to allow faculty to focus on non-instructional work that is most interesting and that engages their talents; the sum of those individual choices will then impact what work full-time faculty collectively can contribute to the MMCs and CSS; other work to be completed with other resources: e.g. stipended DCE faculty, etc.

Advising Reform: evolving role of Grace Young in providing advising leadership

Grace will continue to lead advising, create advising council, set policies, practices but no longer doing daily management of professional advisors; they will be in CSS this will allow Grace to help and oversee the advising experiments that emerge from MMCs and continue to do a LOT of the stuff she currently does: transfer, last resort advising, special cases, grade appeals, etc.

2. Reflections from Achieving the Dream Conference: for those that attended please bring your most relevant insights for the ISE work

Not discussed: please send insights you wish to share electronically

3. Other Issues, questions?

Mike and Bill met with Kelly Saretsky to begin discussion about creating measures of student success under ISE and data needed to help us measure progress of the various strategies; there will be opportunities for input from this group and those doing work directly with students  
Bill will share March draft of ISE NEWS shortly for comment