

Student Success Committee Meeting

July 22, 2020

1:00-2:00 p.m.

Zoom Meeting

Attendees:

1. Nena Martinez Anaya, Chief Enrollment and Retention Officer
2. Bill Sayre, Institutional Research Director
3. Larry Mirabal, Chief Financial Officer
4. Eric Davis, Marketing and Communications Director
5. Paul Moore, Interim Dean of Students
6. Mary Silentwalker, Admissions Director
7. Doris Hernandez, Faculty Assistant
8. Jeminie Shell, Retention Director

Not Present:

Shelly Patrick, ASG President

Andrea Otero, Faculty

Jennifer Love, Creative Writing Chair

Attachments/Handouts:

ADA Policy & Procedures; ADA Appendixes & International Student Handbook (provided by Committee Chair one week prior to meeting) 15 to Finish updates to include year 5 and year 6.

Called to Order by Nena Martinez Anaya: 1:05 p.m.

A. Agenda a. Determine quorum – 8 voting members present of 12; quorum established

New Business: ADA Policies & Procedures Manual with appendix.

Questions/Comments/Discussion:

a. Nena Martinez Anaya explained that the ADA Policies & Procedures were outdated and Jeminie Shell updated. Jeminie explained that she used UNM as a template and summarized the document. Eric asked for more definitions on the appendix and it was determined that these will be updated.

Motion to approve: by: Eric Davis

2nd by Mary Silentwalker

All in Favor (8)

Abstentions: none

Opposed: none

New Business: International Student Handbook

Questions/Comments/Discussion:

a. Nena Martinez Anaya explained that we didn't previously have a handbook. These items are requirements and information for International students. Eric Davis noted some typos and Mary Silentwalker noted to add a website link for the SEVIS fee.

Motion to approve: by: Jeminie Shell

2nd by Mary Silentwalker

All in Favor (8)

Abstentions: none

Opposed: none

New Business: 15 to Finish

Questions/Comments/Discussion:

a. Nena Martinez Anaya explained she was working on the updates prior to Covid-19 and is proposing a 5 and 6 year partial tuition reimbursement to provide incentive. The contract was updated to reflect this change which is not retroactive. Eric Davis asked to include "senior" where the amounts are listed.

Motion to approve: by: Larry Mirabal

2nd by: Eric Davis

All in Favor (8)

Abstentions: none

Opposed: none

Next Meeting: not scheduled

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B. Adjourned at 1:23 p.m.

C. Action Items

ACTION:

PERSON(S)

DUE:

RESPONSIBLE:

1. Send Minutes; post minutes on website

Nena Martinez Anaya, Scribe

Email 7/24/2020

2. Update definitions on appendix

Eric Davis; Nena Maritnez Anaya; Jeminie Shell

7/24/2020

3. Update website for 15 to Finish

Nena Martinez Anaya

7/24/2020

4.