Sept. 3, 2014
1 - 3 p.m.
A-5

A G E N D A

- List of Core Group Members
- Meeting frequency
- List of Administrative Leaders
- Meeting frequency
- Coordination of MIH
- Leads
- Calendar
- Current Activities - Progress
- Report Cards
- Training CalSOAP counselors
- Contracts from Faculty and Students
- Funding
- Other Issues
MIH Core Group:

Meets every two weeks (first and third Wednesday of every month from either 1:00 to 3:00 p.m.)

MIH Lead: Janet Fulks
MIH Coordinator: Kendra Self
Outreach and on campus matriculation events: Steven Watkin
Intercession Bridge Lead: Kimberley Bligh
Mentor Lead: Denise Norris
Classroom Intervention (HoM) Lead: Erin Miller and Gloria Dumler
SARs Alert: Grace Commiso
Counseling Lead: Marissa Marquez
ASTEP and AAMP Lead: Odella Johnson and Paula Parks
Hispanic students Lead: Corny Rodriguez
Students on Academic Probation Lead: Manuel Rosas
Administrative Student Success Campus-wide Lead: Manny Mourtzanos
Administrative Data Lead: Michael Self
Accreditation Liaison: Kate Pluta

Administrative leads will join the core group on one of these meeting (only the first or the third Wednesday)

English Dept Chair: Ed Barton
Math Dept Chair: Regina Hukill
Counseling Dept Chair: Kathy Rosellini
English Dean: Michele Bresso
Math Dean: Liz Rozell
Counseling Dean: Paul Beckworth
Financial Aid Director: Primavera Arvizu
Vice Chancellor of Educational Services: John Means
Student Affairs VP: Zav Dadabhoy
Instruction VP: Nan Gomez-Heitzeberg
Finance and Administrative Services VP: Anthony Culpepper
President: Sonya Christian
- September 1-23: HOM Persist & Organize (Continuous)
- September 1-5: MIH Mentors hand out progress cards to students (Continuous)
- September 8-12: MIH Students return progress cards to Kendra Self, A-8 (Continuous)
- September 8: MIH Financial Aid workshop for mentees, SS-151 (4-6 pm)
- September 15: MIH Classroom Intervention ILO meeting, MS-3/4 (4:30-5:30 p.m.)
- September 17: MIH Core Leadership Meeting, A-5 (2-3:30 pm)
- September 11: MIH Financial Aid training for mentors, B-11 (11 a.m.-1 pm)
- September 24-30: HOM Strive for Excellence & Stay Involved (Continuous)
Agenda Items

1. Coordination of MIH

These strategies include:

- Complete matriculation and early registration with an emphasis on a full load
- Revised placement testing and processes that include multiple measures and validation of previous student work
- Summer bridge and information meetings
- Assignment to administrative, classified and faculty mentors
- Connections to student services such as financial aid, student workers and student supports
- Help in creating student schedules that have a full load and address English and Math in the first semester
• Specific classroom intervention techniques implemented through the Habits of the Mind (HOM) program and assessment of learning through our ILO (Institutional Learning Outcomes) and the assessment committee
• Creation of comprehensive SEPs within the first 8 weeks
• Tracking of student progress
• Embedded evaluation and improvement of institutional processes

Leads

Erin Miller and Gloria Dumler
Classroom Intervention Lead Responsibilities
• Train cohort faculty on a specified number of Classroom Interventions prior to school.
• Serve as a resource if people have questions about interventions.
• Meet with faculty at the end of the year to summarize the effectiveness of the classroom interventions.
• Help develop and administer the assessment of the HOM interventions with the student cohort.
• Evaluate the effectiveness of the HOMs and improve anything identified.
• Select another set of HOM interventions for the second semester.
• Serve as a resource if people have questions about interventions.
• Evaluate and summarize the overall use of HOM interventions.

Denise Norris
Mentor Lead Responsibilities
• Meeting and communicating with mentors
• Collecting summaries – mentor program and improvement

Training Meetings:
Banweb
Degreeworks
One Card/financial aid update

2. Calendar
   a. September 2 – 5: Students receive green cards from mentors
   b. September 8 - 12: Green cards returned to Kendra (Room A8)
   c. September 15: Classroom Intervention ILO meeting (Room MS 3-4) 4:30 – 5:30
d. September 29: ILO Assessment results meeting (Room MS 3-4) 4:30 – 5:30

3. Current Activities – Progress Report Cards
4. Training CalSOAP counselors, TODAY @ CSUB from 3 – 4 p.m.
5. Contracts from Faculty and Students
6. Funding
7. Other Issues