1) Call to Order and Roll Call

Present: Lindsay Fender, Rhonda Kline, Angela Lynn, Sara Lytle, Kristi Mindrup, Dana Moon, Brenda Parks, Nancy Parsons, Joe Rives, Roger Runquist, and Jennifer Tibbitts.

Absent: Angela Bonifas, Andy Borst, Chris Brown, Rick Carter, Wendi Mattson, Padmaja Pillutla, Steve Rock, Ron Williams

2) The minutes of March 21, 2014 meeting were approved.

3) Academy Updates
   a) Kristi and Sara submitted a Western Illinois University Academy Update to the Commission, focusing on the formation of the WIU Framework, and the setting/launching of institutional teams. Commission and Mentor feedback is expected back to the institution by May 1st. Feedback received will be shared at the next meeting.

4) Team Updates and Opportunities for Collaboration
   i) Macomb: Nancy and Sara reported that the team focused on factors affecting “at-risk” status, with themes of finances, first generation status, college readiness, and student engagement emerging. The team will next map available data to these themes. The team will also operationally define the First Year Experience.

   ii) Quad Cities: Joe and Kristi reported that the brainstormed on factors affecting “at-risk” status had qualitative and quantitative implications. They also reported that there was interest from Macomb colleagues on the team to learn more about the Quad Cities campus and operations. The next team meeting will include the Vice President for Quad Cities Annual Report to give the requested overview of the Quad Cities and Kristi will report on her qualitative research with Quad Cities students. The subsequent meeting will go back to the quantitative and qualitative reasons affecting “at-risk status” and map to data availability. Another task for the team is to operationally define the first year experience.

   iii) Off-Campus: Jennifer, Roger, and Kristi reported that team conversations focused on taking the number of majors and categorizing those student enrollments by exclusively on-line students, on-ground and on-line students, and exclusively off-campus (location) students. Retention and time-to-degree data are available by major. Using the off-campus student categorization (described above) by major will help to understand which of the three categorizations of students are above and below major averages for retention and time-to-degree.

   It was suggested a future analysis might also look at student retention and graduation data over a period of time, and not excluding students if they stop-out. Student stop-outs can be common for working professionals and non-traditional students. Federal reporting guidelines for cohort retention and graduation percentages require stop-outs to be counted as non-completers, even if they return and complete a degree. A deeper understanding of stop-out and return behavior will inform persistence and completion planning.

   iv) Data Facilitation: There has not been need to convene this team at this point.

   v) All Teams: The Steering Team agreed that the summer goal for all teams is to map factors that affect “at-risk” status to available data sources. The first two-thirds of the fall semester will be spent engaging in qualitative analyses of themes to focus future quantitative analyses.
5) Old Business
   a) Joe is in process of contacting Dr. Wilds for changes in errors of fact in his Mentor Report.
   b) Editing of Goal 2 for the WIU Framework was placed on hold until the next meeting.
   c) Lindsay was complemented for creating WIU’s Academy website, which all felt was extremely helpful and informative. The site is available at www.wiu.edu/university_planning/hlc.
   d) Joe will check with Chris Brown on the status of scheduling future team meetings.

6) New Business
   a) Institutional Academy participation requires setting persistence goals for the University. Upon Steering Team concurrence, Joe will bring data from WIU’s peer institutions to the President’s Leadership Team and suggest persistence and completion goals of achieving median rates at peer institutions.

      Peer institutions for the Macomb and Quad Cities campuses are displayed on the Institutional Research and Planning Website (www.wiu.edu/IRP/resources.php); and the University Planning Website (www.wiu.edu/university_planning/2013/dashboard/OpportunityDetails.php) has institutional persistence and completion comparisons.

7) Announcements
   a) None.

Meeting adjourned.