



TIDEWATER COMMUNITY COLLEGE
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Minutes
Student Success Committee Meeting
Virginia Beach Campus – Provost Conference Room
October 3, 2013
1:00 p.m. to 3:00 p.m.

Members in attendance:

Frank Dixon, Virginia Beach – Student
Marshall Ellis, Virginia Beach – Faculty
Holly Estrada, Chesapeake – Classified Staff
Marilyn Hodge, Virginia Beach – Chair
Naomi Riddick, District – LRC Representative
Tiffanye Sledge, Portsmouth – Faculty
Janet Taylor Magee, Virginia Beach – Student Activities
Marc Wingette, Chesapeake – Faculty

I. Call to order

The meeting was called to order at 1:00 p.m.

II. Minutes approval

The minutes were distributed for review. A motion for approval of the minutes was made, seconded and approved.

III. Introduction of New Committee Members

The Chair introduced the new committee members: Marcus Baker, Wesley Aaron Brown, Sarah DeCalogero, Frank Dixon, Marshall Ellis, Holly Estrada, Gaye Ewers, and Tiffanye Sledge.

IV. Old Business

The Chair discussed the early registration and academic advising charges that were given to the committee last year:

- To recap: The committee assessed early registration throughout the country and Northern Virginia Community College was thoroughly researched.
- The two proposals were separated from the single proposal document after Dr. Kolovani, President, made a request to see and review the early registration proposal.
- The committee continued working throughout the summer to assemble, and put the final touches on the early registration document prior to its

presentation to the Executive Staff on July 16th and the Faculty Senate on September 5th.

- The early registration proposal, to include the end of late registration, was unanimously approved by both factions.
- The Chair thanked Marc Wingette for presenting the proposal.
- It was noted that Dr. Kolovani had discussed the approval of the early registration proposal at the Town Meetings on two campuses.
- The President is moving forward with early registration despite opposition from some groups, i.e., the mechanics of tuition payment because there cannot be a tuition payment collection window open for two different semesters at the same time.
- It was noted that Northern Virginia Community College and Thomas Nelson Community College both have early registration.
- It was discussed that the role of the Student Success Governance Committee was to make a proposal, not to figure out how to implement it.
- Discussion began regarding what the committee should do next: Should we continue on in our due diligence or should we have the President handle it?
- The committee unanimously agreed to have the Chair ask the President how we are to proceed. Is our work complete or can we now be of further assistance?
- Copies of the Faculty Advising and Mentoring proposal draft were distributed for review and discussion followed:
 - Frank Dixon suggested including traditional transfer programs in the document (page 9), and he questioned twenty-four (24) credit hours with the recommendation to begin eligibility for mentoring at credit hour zero (0).
- Discussion ensued with the mention of the new faculty contract which outlines faculty responsibilities. An example: At the counseling offices each counselor would be assigned a specific academic area and the counselor would be partnered with a faculty member in that discipline.
- Comments:
 - The Chair noted that her previous work with faculty advising had worked well.
 - Marc Wingette commented that he likes our Open Houses and suggested that this could be part of the faculty evaluation.
 - Frank Dixon suggested adding peer mentoring in the document.
 - Marshall Ellis asked if faculty from the academic areas have been approached.
- It was further discussed that earlier this year a decision had been made to delay faculty advising until the fall semester.
 - It was suggested that we need to wisely approach the faculty and it was proposed that the committee readdress the curriculum selection.
- The Chair suggested a division of work:
 - **Criteria eligibility** – Tiffanye Sledge to develop a draft narrative.

- **Counseling** – Michele Barnes, Naomi Riddick and Ted Tyler to develop a Counseling component to the document.
 - **Peer Mentoring** – Dean Hodge, Janet Taylor Magee and Frank Dixon
 - **Engineering, Science and Horticulture** (Chesapeake Campus curriculums) – Holly Estrada and Marc Wingette
 - **Health Professions, Early Childhood Development and Administration of Justice** (Virginia Beach Campus curriculums) – Marshall Ellis
 - **Culinary Arts, Early Childhood Development and Human Services** (Norfolk Campus curriculums) – Sarah DeCalogero
 - **Welding and Visual Arts** (Portsmouth Campus curriculums) – Tiffanye Sledge
- V. **The semester meeting schedule was discussed and decided and the meetings are as follows:**
- **Thursday, November 21st in the Provost Conference Room on the Virginia Beach Campus from 1:00 p.m. to 5:00 p.m.**
 - **Thursday, December 12th in the Provost Conference Room on the Virginia Beach Campus from 1:00 p.m. to 5:00 p.m.**

VI. **Meeting adjourned.**

Respectfully submitted by:

Janet Taylor Magee
Committee Secretary