Student Success Team Meeting Minutes
DATE: April 14, 2022
TIME/LOCATION: 10:00 am River Room/ZOOM

Roll Call:

√	Mindy Ashby			Lindsay Johnson
√	Kevin Hunsperger		√	April Teske
	Erin King			Monica Brahler
√	Danielle Boyd (Chair)		√	Sheryl Ribbing
	Jamie Hickam			Dwayne Fehrenbacher
	Betsy Shallenberger		√	Caleb Ingram
	Lisa Meyer		√	Cara Doerr
√	Virginia Chamness			

√ indicates attendance, leaving blank indicates absent

I. Call to Order

Danielle Boyd, Chair called the meeting to order at 10:00 am.
A quorum is present.

II. Approval of Minutes of March 10, 2022

Kevin Hunsperger made the motion to approve the minutes as written and Mindy Ashby seconded the motion. All members voted in favor and the motion carried.

III. Additions to the Agenda

There were no additions to the agenda.

IV. Old Business

a. Textbook Adoption Policy
b. Retention Alert Process – tabled
c. Freshman Experience/SEM-0111 – tabled

There was no discussion concerning any of the items listed as Old Business.

V. New Business

a. Review Program Change Form & Student Withdraw Form
b. Review Financial Aid policies (8152-8157 & 8510)

- Dr. Teske gave a brief overview of the new Board Policy structure and numbering system. She also explained which policies have

been assigned to each of the Student Affairs Teams for review. The Executive Council has been working on a policy review tool and process. The council chairs have already been trained and the team chairs will be training in the policy review tool and process soon.

- Dr. Teske explained that the team will be evaluating policy only. Policies must have an importance, need and authority.
- Without this tool and process in place the team cannot begin reviewing policy. However, the team began looking at Financial Aid policies that are not driven by the Department of Education to see where changes may need to be made.
- Dr. Doerr pointed out that some of our policies may be outdated due to the fact that they have not kept up with advances in technology and the current platforms available to us today.
- Mindy Ashby asked if policies should include a statement that they will be reviewed on a regular basis. Dr. Teske suggested that the team create a policy review calendar to track this.
- Dr. Doerr stated that she has been reviewing the financial aid webpages and is in the process of updating them.

Adjournment

Sheryl Ribbing made a motion to adjourn the meeting at 11:15 am, with a second by Dr. Doerr. All voted in favor and the motion carried.

The next meeting will be held May 12, 2022 at 10:00 am in the River Room and via ZOOM.