VPAA Council Meeting Agenda

11-14-19

1. Announcements – Andrea
2. Teaching Overload Policy for Staff – Cathy Doyle
3. Starfish Connect – Andy Morris
4. People Grove – Emily Carpenter
5.

VPAA Council Meeting – 11-14-19

1. Announcements – Andrea
- Retention at 1st benchmark is 94.5% (freshman)
- Waitlist numbers are lower than where we were last year
- Outreach to departments that VPs are doing is going well; will continue through December
- Monday (11/18) – next Academic Affairs get together – 2:30 pm in the Library – Leo's Bakery
- Workload Audits – Nick wants to make sure that they are in before the end of the semester
- Space Study – RFP was bid out – proposals came back and were widely expensive – Patrick has worked with Nick and Michael LaPoint to do the study in-house – with data to come back in January – want to utilize the data in a "smart" way so that the expense is not such an outlier
- Library – Learning Commons – need design and cost estimation – further down the road
- Café Nine in GTC – open evening hours. Suggested we promote more intentionally to graduate student population - consider asking if there could be special promotions for graduate students to draw them over to that space.

2. Overload Policy – Cathy Doyle
Andrea discussed the need to develop a policy to address teaching opportunities for staff. Cathy drafted a policy for preliminary discussion.
Some general considerations for 12 month staff:
- Does the class fall w/in the normal job requirements and workload? (e.g., Career Coaches, Research Librarians, other staff members with particular expertise)
- Does the class fall w/in the daily routine of the staff member?
- Does the class fall w/in the normal work day?
- Does teaching the course require work outside the normal workday?
- Is there payment for new course development?
- Implication of CBA?

Additional considerations:
- Conflict of interest – related to duties
- Is it reasonable part of the position

3. **Starfish Connect – Andy Morris**

Nazareth College has now purchased *Starfish Connect*. Earlier version of Starfish is no longer being supported by the vendor.

Early Alert – have had since 2013; backbone of student success efforts; enables faculty to notify students and support providers about academic concerns

Starfish Connect Features:

- Student "Intake" Process
- Success plans, to dos, referrals
- Services and Appointment Scheduling
- Request help – completely "customizable"
- Data exporter
- File Attachment Option
- Kiosk

Connect Implementation Plan

  Spring 2020

- Pilot w/Student Support Services Offices
- Math department piloting appointments
- Review functionality with campus stakeholders and finalize Phase I plans for Fall 2020
- Training and promotion

4. **People Grove – Emily Carpenter**

Electronic platform for connecting current students with alumni

- Used by 300+ colleges and universities – like LinkedIn – more contained
- Plan to pilot with Athletics and other possible units (e.g. SOE)
- More to come!