VPAA Council Meeting Agenda

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!