



**Retention and Completion Committee
Meeting Minutes**

Thursday, March 22, 2018 @ 2:00 p.m.
LCC Learning Resource Center/Café de Luna

Call Meeting to Order and Establish a Quorum

Meeting was called to order by R&C Chairperson, Ms. Sierra Fernandez

Present: Nicholas Casados, School of Business, Raymond Varela, STEM, Sierra Fernandez, Nursing, Joy Shrum, NSG, Moses Marquez, Admissions, Brenda Ortega, Education, Dr. Anita Roybal, Humanities, Nathan Baker, Humanities, Monica Rossetti, Humanities, Michael Montoya, Financial Aid/Student Success Center, Renee Maestas, Student Success Center and SherylAnn Yara, Minute Recorder.

Approval of Agenda

Moses Marquez moved for approval of the Agenda. Dr. Anita Roybal seconded the motion, with all in favor, the motion did carry.

Approval of the Minutes from March 8, 2018 Meeting

Nathan Baker moved for approval of the March 8, 2018 Minutes. Moses Marquez seconded the motion, with all in favor, the motion did carry.

Informational/Discussion Items

1. HLC Student Success Academy

A handout was passed out regarding the HLC Student Success Academy and a brief discussion ensued regarding the \$11,000.00 first year tuition, the \$9,000.00 second and third year tuition and the May 4, 2018 registration deadline. The Committee also discussed where the tuition money would/could possibly come from.

Brenda Ortega raised the issue of the HLC Student Success Academy and suggested keeping the possibility on a tentative basis as we are still unaware as to HLC's decision and will not know until June.

2. Discuss Retention data, withdrawal data and departmental data.

Michael Montoya suggested that the committee members look into what other colleges around the state are doing, other colleges who are experiencing the same issues we are. Michael Montoya also suggested looking at Northern New Mexico Jr. College as we have almost the same demographic and retention and see what they are doing, as well as looking at sister institutions to

see if and how their R&C plan is working. He further advised that Mesalands College's programs are off the wall, but they work.

Monica Rossetti advised that we also need to look at scholarships for student to apply for.

A discussion ensued regarding scheduling conflicts, how they have always been a problem with Department Directors and how this also affects our retention

Michael Montoya advised that if financial aid is a problem, we need to look into classes which are not being offered and concentrate on evening classes as well.

Comments were made to the effect of;

Non-traditional students who work and cannot complete degrees due to evening classes not being offered;

In the past, Moses Marquez met with entities in order to see what would be a good time to allow employees out for classes;

Nathan Baker suggested lowering the cap for evening classes only.

Michael Montoya suggested checking with Shared Governance and possibly surveying the students as to "what can we do to ensure you complete your degree from start to finish?"

Committee members to bring forth questions to possibly be placed on a survey to next meeting.

Michael Montoya then advised the committee that students who receive financial aid and receive a certificate, qualify for further financial aid.

Chairperson Sierra Fernandez will send out an email to advisors regarding Michael Montoya's comments on the certificates.

Chairperson Sierra Fernandez will also reach out to Dr. Sharon Lalla to find out if there is a format regarding data.

The committee then discussed that they will be coming together and decide what they feel will work best.

3. Determine current retention and completion methods in place.

Chairperson Sierra Fernandez to contact Henrietta Maestas, Registrar regarding the upcoming Rapid Graduation Clearance to see if there is anything this committee may do to assist. Chairperson Sierra Fernandez also suggested that if any committee members are aware of any students close to graduation, they should send them to the office of the Registrar.

New or Follow-up Items for next meeting's agenda

No comments at this time.

Next meeting – April 5, 2018 @ 2:00 p.m. – Student Success Center Board Room.

Adjournment of Meeting

Nicholas Casados moved for adjournment. Nathan Baker seconded the motion, with all in favor, the motion did carry.

Sierra Fernandez, R&C Chairperson

Raymond Varela, R&C Vice Chairperson

SherylAnn Yara, Minute Recorder

