

ADVISORY COMMITTEE MEETING MINUTES

WOMEN ON THE WAY (WOW)

DATE: May 9, 2014, 10:30 AM - 12:00 PM

MEMBERS PRESENT: MATT BOWEN, CATHERINE CERVANTES, SHIRLEY CRUMBLEY, HELEN GILBART, LINDA HOGANS, TODD SMITH

SPC: MARY WALL

MEMBERS ABSENT: DEBORAH BOYLE, MARIA EDMONDS, LINDA FIGUEROA, THERESA FURNAS, FRANCES NEU, VILMA ZALUPSKI

TOPIC	DISCUSSION/RECOMMENDATIONS	ACTION
<p>Welcome/Chair opened the meeting</p>	<p>Meeting called to order 10:30 am Matt welcomed all/Reviewed minutes from 9/13/13</p> <p>Helen Gilbert was congratulated by committee members for being selected by the SPC Alumni Association as the 2014 Outstanding Alumna</p> <p>It was motioned by Todd and seconded by Helen, that the September 13, 2013 minutes be accepted as read</p>	<p>Matt will send Blue And White article to Helen</p>
<p>Action Items</p>	<p>SPRING/FALL 2013 ACTION ITEMS:</p> <p>#1 DR. HOGANS: Spoke to Dr. Gordon regarding possible space for WOW on the new Midtown Campus. We will need more than resources in the form of personnel. There is currently no space for a clothing boutique. The intent is that campus leadership is responsible for selecting personnel to operate a clothing boutique. Possibly look at space in old building.</p> <p>TODD: Suggested we consider establishing a partnership with other non-profit organizations in</p>	<p>Dr. Hogans will have another conversation with Dr. Gordon</p>

	<p>the community, such as the Boys and Girls Club for possible space.</p> <p>#2 SHIRLEY: It was recommended that Jackie Skryd, grant writer and a faculty member be invited to serve on the Advisory Committee.</p> <p>#3 DR. HOGANS Other campuses want WOW, but we currently do not have the personnel. 1. We have a good justification for a legitimate budget request for support to be made. 2. Looking for OPS Administrative and Professional personnel – Full-time or 20 hours per week, to work with the students and donors.</p> <p>#4 SHIRLEY: Social Media training is scheduled on May 30, 2014 for the WOW Staff with Lise Fisher, Social Media Manager, to establish WOW’s social media platform. WOW is responsible for submitting the blogs, and Ms. Fisher will be responsible for posting the blog’s to SPC’s existing social media accounts.</p>	<p>Shirley will extend an invitation</p> <p>Shirley to draft budget proposal for position</p> <p>WOW program to begin submitting blogs Fall 2014</p>
<p>New Business Program Updates</p>	<p>WOW streamlined donations – only accepted Tuesdays/Thursdays 10:00 am – 3:00 pm</p> <p>SHIRLEY: My Learning Plan (MLP) is now an admission requirement for WOW. MLP is a part of The College Experience. The MLP must be completed before an invitation to New Student Orientation is offered. WOW has increased MLP’s for Spring Term from 45% to 70%. MLP Completion Goal: 75-80%</p> <p>TODD: Satisfactory Academic Progress (SAP) Appeal now includes MLP starting this summer</p>	

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<p>New Business Program Updates cont.</p>	<p>MATT: Fall 2013 Student Profile: Success rate higher than SPC. Are graduates included in the 85% Fall to Spring persistence?</p> <p>SHIRLEY: Some graduates are included in the persistence rate if they are returning to work on another degree at SPC</p> <p>MATT: Is there a different dynamic between the 2 & 4 year students?</p> <p>DR. HOGANS:</p> <ul style="list-style-type: none"> ➤ The selection of books and the cost of upper division courses are the different dynamics between the 2 & 4 year students <p>HELEN: Do students typically graduate in 2 years?</p> <p>TODD: The majority do not graduate in two years. Some students are successful if they attend full time, but's it's not realistic for community college. 60-70% of our students are nontraditional, who usually attend part time. Getting students to "finish what they start" is important.</p> <p>DR. HOGANS: SPC looks at:</p> <ul style="list-style-type: none"> ➤ Retention ➤ Persistence ➤ Success ➤ Graduation <p>Students who attend part-time are taking 4-5 years to obtain a 2 year associate degree.</p>	<p>Further discussion is warranted</p>

<p>New Student Orientations (NSO)</p>	<p>TODD: It would be interesting to compare students utilizing WOW versus those who are not. Basic demographics to research FTIC, minority, low income.</p> <p>SHIRLEY: When we look at WOW students, our focus is not on their economic status. We see students returning to college to make a better life for themselves.</p> <p>DR. HOGANS: When we are comparing success rates, let's take a look at similar female students, and how well are they doing. Take a look at and compare apples to apples. That speaks to the need for resources.</p> <p>New Student Applications Spring Jan-Feb 2014 186 Applications Received 124 No show for orientation 52 New Members (attended NSO) 10 Not Eligible</p> <p>DR. HOGANS: Requested names of 10 students who were not eligible for program. The plan is to reach out to them, check on their enrollment status.</p>	<p>Shirley to provide update on student's status at next Advisory Committee meeting</p>
<p>Adopt-A-Family (AAF) Holiday Program Update</p>	<p>2013 AAF Results: 51 Children and 22 Students served in the Adopt-A-Family Holiday Program</p> <p>The "Ways You Can Help" final Brochure was shared with members</p>	
<p>Fundraising Brochure</p>	<p>DR. HOGANS: Recommended a WOW fundraising brochure be created, possibly highlighting certain non-traditional fields.</p>	<p>Create Fundraising Brochure</p>

<p>2014-2015 ADVISORY COMMITTEE</p>	<p>SHIRLEY THANKED ALL THE COMMITTEE MEMBERS FOR SERVING. SHE EXPLAINED ACCORDING TO THE SPC ADVISORY MANUAL, MEMBERS ARE APPOINTED TO SERVE A ONE-YEAR TERM BUT THEY GRACIOUSLY SERVED TWO.</p> <p>DR. HOGANS: Suggested the 2014-15 committee be more community based, and not so heavy with SPC staff.</p> <p>CATHERINE: Addiction Counselor, and WOW Alumni agreed the committee should be more diverse.</p> <p>SHIRLEY: Invited all members to the Advisory Committee Celebration on June 6, 2014, on the CL campus to honor their 2 year service.</p>	<p>Formal invitation will be mailed</p>
<p>Open Discussion</p>	<p>MATT: Announced WOW may need to relocate to accommodate library services if they have to move to the BT building during renovations. No master plan at this point, but implementation is scheduled for January. Matt will keep us updated.</p> <p>DR. HOGANS: Is their available space for Shirley to look at now?</p> <p>DR. HOGANS: Please keep the location of the program in mind because of issues Sharon Coil shared about domestic violence.</p> <p>TODD: Do you have an organizational chart?</p> <p>DR. HOGANS: Yes. Shirley Crumbley, Mary Wall, a Student Assistant and the Advisory Committee.</p>	<p>Shirley to follow up</p>

	<p>TODD: Do we have a blueprint of internal operating procedures. We could possibly use the blueprint (WOW model) to duplicate the program at different campuses.</p> <p>SHIRLEY: A WOW procedure manual has been started.</p> <p>TODD: Recommends establishing flow chart from A to Z from when a student comes in, etc.</p> <p>DR. HOGANS: We can have students who graduate review the model to see if external customers can follow it.</p> <p>HELEN: It all comes down to funding. If other campuses want WOW, they will have to commit to funding the program on their campus.</p> <p>TODD: Suggested we mimic what we have already in place. This is what we are able to provide. Here is where you need to kick in and provide.</p> <p>DR. HOGANS: We need a marketing brochure to solicit businesses and community donors to give to WOW. Businesses want to see what their return on their investment is, so it's vital student demographics and profiles are included on the brochure.</p>	<p>Todd volunteered to work with us designing it for outsiders to look at</p>
Adjournment	Meeting adjourned at 11:47 AM	Next Meeting Fall 2014