

Project Succeed Campus Lead Meeting 4/16/2018 – Minutes
Meeting Information

Date: April 16, 2018

Time: 2:30pm – 3:30pm

Location: WSQ 211

Attendees: Patricia Backer, Cynthia Kato, Deanna Peck, Diana Seah, James Morgan, Daniel Brenner, Kevin Kinney, Lina Anastasovitou, Maureen Smith, Stacy Gleixner, Tyler Stannard, Ann Baldwin

I. Project Updates

i. Newsletter

- Discussed final changes to the Succeed Newsletter for Print and distribution.

ii. Website

- Discussed updates to the Succeed website to coincide with Newsletter and the upcoming opportunities in the grant.

II. Project Leads Reports

i. Blocked Scheduling

- In addition to the Fall 2017 departments and colleges, we will be block scheduling all of Science and all of CASA next Fall.
- Psychology majors (Social Sciences) will be block scheduling this Fall.
- Still waiting for word from Humanities & Arts concerning block scheduling.
- Future block scheduling meetings with the implementation teams of each college to create sustainability amongst the colleges after the grant.
- Future meeting is planned with Graduate student to discuss development of an assessment tool to assess student's experience while undergoing block scheduling.

ii. Peer Educators

- Received over 150 faculty requests for Peer Educators in the classroom for Fall 2018.
- Around 100 students have applied for Peer Educator positions to accommodate the incoming faculty requests.
- Offering 40 new Peer Educator positions as the program will lose around 20 Peer Educators with Spring graduation.
- 115 Peer educators total we are projecting this Fall.
- Met with Ecampus to look how the program can integrate with the digital platform.

iii. FYE

- Preparing for second round of FYE Pilots for Fall 2018.
- Collaboration between stretch English and EDCO 4 developing FYE content for Fall 18.
- Four sections of the 1 unit FYE course to be piloted in Fall 2018.
- Currently revising the online orientation to prepare for Fall 2018 pilot.
- Creating two public workshops in early June.
- Discussed the idea of hosting another FYE Steering Committee meeting before the public workshops for intense collaboration in developing FYE content and assessment.
- Discussed the idea of faculty support for this curriculum development in the Summer.

iv. Faculty Staff Mentor Program

- In progress of evaluating the current mentor software. Moving towards changing the software for the Fall semester.
- Narrowed the options for new software to two new software packages, will be making final decision later this week. The new software that is being looked at addresses a lot of the issues with the current software.
- Working on a collaboration with the Career Center and Alumni Association to support the program and to house the Faculty/Staff mentor program after the grant.
- Preparing a Qualtrics Survey to assess the user experience using the current software.
- Targeting August 1st for software launch.
- Transition to the new software will be require users to sign up once more to accommodate the new filtering questions from the program and the SJSU single sign-on.
- New registration is more preferred to insure personal information is private.
- Leads will be working on the rollout of the new software over the summer.

v. Living Learning Communities

- The Spartan Study Hub is the new title for the Living Learning Center to avoid confusion from the Living Learning Communities.
- Creating an assessment to correlate student academic success with living in themed communities.
- Housing is working on First Year Experience content, developing their own project and seeking collaboration and guidance with the current FYE program.
- Plans for attending future conferences that discuss FYE and housing content.

III. Dissemination

- The P.I. will be attending the upcoming WSCUC ARC Conference at the end of April to promote the current workings of Project Succeed and its outcomes.
- Another presentation is planned at the 2018 CoNECD Conference.
- Reminder that the last year of the grant will focus on outreach and dissemination of the grant.

IV. Future Opportunities

i. Preparation

- Discussed coordination and planning of summer workshops for the grant's initiatives.
- Strategies of how the workshops will go: breakout sessions, lunch, speakers, etc.
- Smart rooms are preferred for these upcoming opportunities.

V. May Leads Meeting

- Next meeting scheduled for May 16th 1 – 2:30pm.