Early Alert Committee Meeting Minutes

Friday January 17th at 10:00am in S-262D with Video Conferencing

Whitney Rhyne	Present	Karen Miller	Present
Brooke Goehring	Absent	Kim Turano	Absent
Candace Rosene	Present	Kristin Corkhill	Present
Catherine Vache	Present	Laura Alvarez	Absent
Christina Seado Vasquez	Absent	Linda Freeman	Present
Christy Gilfert	Absent	Linda Johnsen	Absent
Cindy Enslen	Present	Lynn Gledhill	Present
Dawn Kulpanowski	Absent	Melanie LeMaster	Absent
Frances O. Thomas	Present	Monica Moore	Present
Helen Algernon	Absent	Susan Potts	Present
Jill Rhode	Absent	Thomas Mohundro	Present

Whitney began the meeting by thanking the group for their continued service on this committee and then entered discussion regarding the start of term communication sent to all faculty and staff. At the last meeting of the fall semester, the group decided to send out the start of term communication on Thursday January 16, 2014, and the mid-semester reminder on Tuesday February 25, 2014. The start of term communication has not been sent out yet because we are excitedly awaiting "going live" with the new Early Alert submission form and want to introduce the new system to the entire college community.

Faculty Satisfaction Survey

The group transitioned into conversation regarding the Faculty Satisfaction Survey results (which are attached). Altogether, 150 different faculty submitted Early Alerts and 48 of those faculty members completed the survey; 30 faculty from Lee campus, 8 faculty from Collier campus, and 9 from Edison Online. The results are shown in aggregate and then broken down by campus. A quick summary of college-wide statistics is listed below.

Question 1 Early Alert System

- 89.59% of faculty stated they were "very satisfied" and "satisfied" with the ease of use regarding the Early Alert submission form.
- 91.67% of faculty are "very satisfied" and "satisfied" with the response time of Early Alert Representatives.
- 83.34% of faculty were "very satisfied" and "satisfied" with the communication efforts of the Early Alert Representative.
- 80.85% of faculty rated their overall satisfaction with the Early Alert program as "very satisfied" and "satisfied."

Question 2 Program Effectiveness on Students

- 76.74% of faculty rated the programs as effective for a few or more of their students in regards to initiating communication between the student and professor.
- 67.65% of faculty noted an increase in the student's class attendance for a few or more of their alerted students.
- 73.68% of faculty noted a positive change in the student's behavior for a few or more of their alerted students.
- 69.05% of faculty noted an improvement in students grades for a few or more of their alerted students.

Question 3 General Comments

30 faculty wrote comments in the general comments section. 12 of the comments were positive, several comments offered ideas and suggestions for improving the program. All the comments in their entirety is attached.

The group commented on the overall faculty survey results and stated that the results provides good qualitative data that speak well of the efforts and effectiveness of the program. The group spoke about how many times the issue comes down to student responsibility and there is only so much we can do to try and retain students. Professor Rosene recommended having an introduction to Early Alert at the New faculty seminar. Professor Vache asked about the number of veterans who were alerted. Currently Early Alert does not track veterans as a special population. Whitney will look into the logistics of identify veterans.

Student Satisfaction Survey Results

Only 9 students out of 623 received submissions completed the student survey so not much can be gained from this information. 7 of the students who completed the survey are from Lee campus and 2 from Collier campus.

- 88.8% of students received information regarding campus resources
- 55.5% used a campus resource as a result of the information
- 62.5% received success strategies (study skills, note taking, etc.)
- 62.5%recieved information regarding college policies (withdrawal process, etc.)

Upcoming updates to the Early Alert Submission Form

An updated Early Alert submission form is set to "go live" early next week. Whitney showed off the new features from the test site. New features include:

- A faculty sign-in process
- Prepopulated class selection and class list
- Automatic successful submission email notification with student's name and course send to professor – example attached

New feature for Early Alert Staff

- Excel database containing all submissions that each campus will be able to access

Minutes submitted by Whitney Rhyne