Programs and Academic Support Committee
12.5.25

Meeting Minutes

Attendees: Malkiel Choseed, Guy Linton, Douglas Dinero, Christian Heisler, Danielle Tinker, Jessica Mitchell

Note: The Nov. PAS meeting was held via email exchange.

Charge #2 Update:
The wording of Charge #2 has been revised. New language : Assess the current student complaint processes across campus and produce recommendations for consolidation, as well as strategies to facilitate tracking and trend analysis.

Work on this charge will begin in **Spring 2026**.

Discussion

Charge #3: Review and analyze academic program retention, persistence and graduation rates to determine patterns and make recommendations on additional student supports, i.e.: tutoring modifications, programming, etc.

The committee will work with IPAR to identify academic struggle trends among students and retention rates. The group will also analyze academic programs to identify courses that frequently present challenges.

Dashboard & Program Review:
The committee will examine dashboard data to identify programs with **high enrollment but low graduation rates**. Analysis may include tracking student progression from the first to second semester to determine whether difficulties stem from transition issues or course-specific challenges.

Additional considerations – SCAN team does significant work with student retention.

Ask Jenna/Scan team about speed notes / common reasons why they see students dropping.

Consider asking Prof. Costello's Marketing class to do qualitative research with students to determine issues affecting

Tracking
The team discussed isolating groups of students to determine whether they transferred or stopped out, and exploring ways to track the reasons behind these decisions.

A request will be made to IPAR to review the "Reason for Drop/Withdrawal" form data to better understand why students are dropping courses.

Christian brought up possibly working with student government to send surveys out to students about common barriers etc.