

## University Undergraduate Retention Committee--Agenda 5/30/19

1. Welcome and introductory comments by the Chancellor
2. Introductions
3. Considerations that went into structure of committee
4. Charge to Committee
  - a. Focus on undergraduates
  - b. Serve as a catch basin and clearing house for ideas and suggestions
  - c. Serve as body with shared knowledge and history of discussion of retention issues (The Committee may invite non-committee members to present on various issues.)
  - d. Prioritize and make recommendations (The Committee may appoint specialized sub-committee or workgroup—and include persons who are not on the Committee—to study particular issues or develop specific proposals)
  - e. Adopt a dynamic retention plan and regularly monitor progress
  - f. Serve as coordinating body to maximize resources, promote communication, and avoid duplication where duplication does not add value
  - g. Keep the rest of campus abreast of activities
  - h. Other?
5. Discussion of and adjustments to charge
6. Housing keeping:
  - a. Meet second and fourth week of each month
  - b. Standing meeting time
  - c. Google Group: [University Undergraduate Retention Committee@groups.ualr.edu](mailto:University Undergraduate Retention Committee@groups.ualr.edu)
  - d. Google Group email: [retention-committee@groups.ualr.edu](mailto:retention-committee@groups.ualr.edu) (start typing “retention” or “university” in the address line, and the address should appear in the auto address box)
  - e. Google Team Drive: University Undergraduate Retention Committee
  - f. Meeting protocol
  - g. Discussion of means of keeping rest of campus abreast of activities
  - h. Other?
7. Suggested first steps
  - a. Do what is necessary to sort possible actions and initiatives into several types:
    - i. A consensus exists that the need is obvious and great, an initiative can be accomplished with relatively logistical ease and few or no new resources
    - ii. A consensus exists that the need is obvious and great, but initiatives will require significant planning and new resources.
    - iii. A consensus needs to develop regarding need and/or an initiative requires long-range planning and a major investment of new resources
8. Suggested plan for next meeting
  - a. Review updated draft inventory and plan
  - b. Begin identification of gaps to be filled in
  - c. Demonstration of data dashboards

### Handouts:

- Data sampler
- Common Terms and Definitions