

**DELTA COLLEGE
BOARD OF TRUSTEES
DINNER MEETING
July 14, 2015
Delta College Main Campus Room N7**

Board Present: R. Emrich, K. Houston-Philpot, D. Middleton, M. Morrissey, M. Rowley, E. Selby, D. Wacksman

Board Absent: K. Lawrence-Webster, M. Nash

Others Present: L. Brown, T. Brown, E. Crane, R. Curry, L. Dull, M. Finney, M. Gmeiner, J. Goodnow, M. Gould, T. Gould, L. Govitz, D. Gutierrez, M. Mosqueda, D. Peruski, G. Przygocki, L. Ramseyer, K. Schuler, D. Segura, A. Sovis, L. Ullrich, A. Ursuy, B. Webb, S. Witzke

Press Present: M. Brown (Delta Collegiate), J. Hall (WSGW), K. Skrzypczak (Delta Collegiate)

Board Chair M. Rowley called the meeting to order at 5:53 p.m.

M. Rowley asked for a moment of silence for the construction worker who died on Monday while working on Delta's parking lot project.

Margaret Mosqueda, Vice President of Student and Education Services, introduced Terri Gould, Interim Registrar/SES Technologist and Diana Gutierrez, Director of Counseling/Advising and Career Services. T. Gould and D. Gutierrez presented on the Student Planning Module.

Delta College's Counseling/Advising and Career Services staff include:

- Director, Diana Gutierrez
- Associate Director, Daniel Segura
- Counselors – 5 full-time and 1 part-time
- Advisors – 5 full-time and 1 part-time
- Career Advisors – 1 full-time and 1 part-time
- Support Staff – 3 full-time and 1 part-time

The academic advisors and counselors meet with students on various items such as: academic/program advising, degree completion requirements, time management, test anxiety, academic caution/probation, financial aid appeals, personal counseling and crisis counseling. The college's career advisors provide: career center tours, classroom presentations, career advising/assessments, employability/job skills, mock interviews, resume workshops and new student registration assistance.

The Transfer Center houses admission representatives from various colleges to help students with transferring. The colleges currently located in the Transfer Center include: Central Michigan University, Davenport University, Ferris State University, Michigan State University, Northwood University, and Saginaw Valley State University.

T. Gould and D. Gutierrez explained that the most used tool is Student Planning. It allows the student to view their academic progress; plan their degree and view progress towards it; search and register for classes; view their test summary; access their unofficial transcript; and get advisor assistance.

They gave the Board a preview of the website and what the student sees after logging in to the system. The advisor, prior to meeting with the student will review any notes, test scores, high school and college transcripts, course plan and academic standing. The advisor has a very similar view to that of the student. Features that are notable include a plan archive which creates a pdf of the student's academic plan that can be printed and e-mailed. It also allows for communication between the student and advisor which is saved.

J. Goodnow noted that this student planning software is providing structure and guidance to our students along with teaching them how to be independent.

The software is web based and mobile friendly. The lag time between the advisor meeting with the student and registration has been greatly reduced since most students are registering from their phones in the advisor's office. Upgrades and updates are happening on a regular basis. Any issues brought up by the students and/or advisor is sent to T. Gould who then forwards them to the vendor.

There being no further business, the dinner meeting was adjourned at 6:30 p.m.

Talisa Brown, Assistant Board Secretary

Andrea Ursuy, Board Secretary