



**Mason County Promise Zone**  
**Student Success Committee Meeting Minutes**  
**Monday, June 7<sup>th</sup>, 2021 at 9:30 AM**  
**Location: Online via Zoom due to Local Emergency Order**

- 1) Call to order/Welcome: Kennedy called the meeting to order at 9:30 AM. Board members present (announced aloud): Jason Kennedy, Ludington, MI; Andrea Large, Ludington, MI; Jim McLean, Hamlin Twp., MI; Kathy Surd, Grand Rapids, MI; Monica Schuyler, Muskegon, MI. Community expert committee members present: Vic Burwell, Annie Jacobson, Jason Jeffrey, Jeff Mount, Laura Powers, Shelly Rife, Lynne Russell, Joan Vidak, Scott Ward, Wendy Wells, Lisa Wininger. Staff members present: Jody Maloney (Promise); Josh Spencer and Mary Sumners (Kennari Consulting).
- 2) Public Comment: McLean noted that Darby Johnsen of WSCC should be invited to attend future SSC meetings.
- 3) Approval of Minutes from May 10, 2021: Motion by McLean to approve, supported by Large; Motion carried, 16-0-0.
- 4) Business:
  - a) Approved Promise Zone Goals & Objectives: Kennedy, SSC Chair shared that the Promise Zone had established two goals with four related objectives; Maloney noted that objected 2.2 is to be completed in 3 years, instead of 6.
  - b) Process: Mary Sumners of Kennari Consulting shared the background on why the Board and its committees were examining their structure and responsibilities.
  - c) Student Success Committee Structure
    - i) History of Group—Kennedy and Schuyler explained the historical importance of the SSC.
    - ii) To College—Josh Spencer of Kennari Consulting shared that the purpose of the creation of this workgroup would be to increase overall matriculation, explore barriers to matriculation, support students in transition, identify gaps in services, define success for each goal, gather data, and avoid duplication in community efforts related to objectives 1.1 and 1.2.
    - iii) Through College—Josh Spencer of Kennari Consulting shared that the purpose of the creation of this workgroup would be to support success in college, increasing whatever the definition of success could be and supporting students to that endgame, whether it be completion of a degree or certification or transfer, to define success for each goal, to identify best practices, make a plan for the work that will address barriers through a continuous improvement model, to avoid duplication and to gather data related to the objectives 2.1 and 2.2. Kennedy added that the Promise Zone is a learning organization and emphasized the importance of adopting a continuous improvement model. McLean added that the Promise Zone had an intention to send a letter to all newborns in Mason County to let them know they have a Promise. Russell mentioned that coordinating intersecting efforts among other service providers, such as Great Start Collaborative, was essential.
  - d) Committee Charter (REF #5)—Mary Sumners, Kennari Consulting & Jody Maloney
    - i) Review Role & Responsibilities: Maloney highlighted opportunities to align with Mason CAN as part of the “To College” workgroup and to work with WSCC to meet around the “Through College” efforts.
    - ii) *Recommendation: Motion to recommend approval of the Student Success Committee Charter to the full Board by Jeffrey, with support by Schuyler; Motion carried 16-0-0.*
  - e) Next Steps: Sumners described the next steps in the Committee/Workgroup process.



- i) Determining Membership: Board SSC & Workgroups
  - ii) Determining Strategies to Meet Objectives
  - f) First Year Seminar (FYS) 2020-21 Outcomes (REF #6), Annie Jacobson, Director of Enrollment, WSCC: Jacobson shared the update. McLean suggested to include a mid-term GPA report to counselors in future proposal so that students' could be assisted if they needed help. Schuyler noted as a success that the 40% conversion rate of students who attend FYS was higher than the overall attendance rate for county-wide Promise applicants.
  - g) July/August Meeting Scheduling: Maloney will send out a Doodle Poll to establish a meeting date, with the inclusion of mid/late June as another option, per McLean's suggestion.
- 5) Adjourn: Motion by Kennedy with support from Jeffrey to adjourn at 10:35 AM.