# Cadet Success Initiative (CSI) Meeting

**Minutes – October 11, 2019 9-10:00am, Gold Room**

**Cadet Success Initiative (CSI) Meeting**

<table>
<thead>
<tr>
<th>MEMBERS</th>
<th>Graham Benton, David Taliaferro, Keir Moorhead, Kristen Tener</th>
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<tbody>
<tr>
<td>GUESTS</td>
<td>Jessica McGinley</td>
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<tr>
<td>ABSENT</td>
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## 1. Overview of Charge Document

**Guiding Principles:**
- Academic Preparation - providing all students, including those who arrive academically underprepared, the opportunity and support needed to complete a successful first year of college
- Enrollment Management – ensuring students are able to enroll in the courses they need, when they need them
- Student Engagement and Well-being – addressing the well-being of all students while fostering a strong sense of belongingness on campus
- Financial Aid – ensuring that financial aid is awarded and distributed in a fair and consistent manner that does not impede student success
- Data-Driven Decision Making – using evidence and data to identify and advance the most successful academic support programs
- Administrative Barriers – identifying and removing unnecessary administrative barriers

## 2. Initial working priorities for the CSI Team to consider

- Admitted and incoming cadet communications (the who, what, when, where, and why of communications sent from Cal Maritime) to improve clarity, tone, and response rate
- Assessment of cross-divisional programming such as FYE, cruise, international experience and/or community service to improve program clarity, effectiveness, support and communication;
- Assessment and development of a communication plan surrounding NSSE, BCSSE, and FSSE results
- Mechanisms to increase campus faculty and staff involvement in cadet activities such as athletics and class projects
- Policies, practices, and culture surrounding transfer and non-traditional students

## 3. Candidate Issues/Priorities

- Handbook – Strengthen Cadet Communication
  - Problems/Questions:
    - Too Many – Which handbooks are actually out there? (Student, Cruise, Athletic, Faculty,
Commercial Cruise, International Experience, Co-Op, Res Life, etc.)

- Who owns each? How are they integrated?
- What should be in each of them? What is in each of them?
- Is there contradictory information?
- Is there any benefit to having them follow a similar format?
- Are people reading them?
- Handbook vs Guide?

- Ideas:
  - Common Format
  - PDF/Book to be able to pull up on phone

- Invite to next meeting: Sam Pecota, Wendy Higgins, Ryan Dudley, Marv Christopher, Deck Faculty (for Commercial Cruise)
  - Admitted Cadet Communications
  - Female Cadet Experience
  - Orientation, FYE, and Transfer Experience
  - Current Cadet Communications

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<tr>
<th>Action Item</th>
<th>Responsible Person(s)</th>
<th>Comments/Status</th>
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<tbody>
<tr>
<td>Work w/ Aubrey to Create Website</td>
<td>Jessica McGinley</td>
<td>Done</td>
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<tr>
<td>Setup Next Meeting</td>
<td>Jessica McGinley</td>
<td>Done</td>
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<td>Faculty Members</td>
<td>Keir Moorhead</td>
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<td>Create a OneDrive</td>
<td>David Taliaferro</td>
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<td>Recruit a Cadet Member</td>
<td>Kristen Tener</td>
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