



**Minutes – October 11, 2019 9-10:00am, Gold Room
Cadet Success Initiative (CSI) Meeting**

MEMBERS	Graham Benton, David Taliaferro, Keir Moorhead, Kristen Tener
GUESTS	Jessica McGinley
ABSENT	

1. Overview of Charge Document	
	<p>Guiding Principles:</p> <ul style="list-style-type: none"> • 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	
	<ul style="list-style-type: none"> • 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	
	<ul style="list-style-type: none"> • Handbook – Strengthen Cadet Communication <ul style="list-style-type: none"> ○ Problems/Questions: <ul style="list-style-type: none"> ▪ Too Many – Which handbooks are actually out there? (Student, Cruise, Athletic, Faculty,

	<p>Commercial Cruise, International Experience, Co-Op, Res Life, etc.)</p> <ul style="list-style-type: none"> ▪ 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? <ul style="list-style-type: none"> ○ Ideas: <ul style="list-style-type: none"> ▪ 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) <ul style="list-style-type: none"> • Admitted Cadet Communications • Female Cadet Experience • Orientation, FYE, and Transfer Experience • Current Cadet Communications
4.	
5.	

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