

Minutes – March 27, 2020 10-11:00am, Zoom Meeting Cadet Success Initiative

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

1. Approve Minutes from March 13, 2020	
	APPROVED
2. Recap of Projects to Tackle (Benton)	
	<ul style="list-style-type: none"> Handbooks Watchstanding Pre-Orientation Campus Communications FYE Campus Surveys
	Next steps: - Create a summary of where we're at for each topic (report out to the CLC)
3. Watchstanding (Moorhead)	
	<ul style="list-style-type: none"> Work through the Deans and Chairs to find faculty representation from: IBL, GSMA, OCN, ME and MT Also need representation from: Office of the Commandants, Public Safety and Marine Programs
4. FYE (Benton)	
	<ul style="list-style-type: none"> We need to check back in w/ DJ Escobar to see where we're at with program development
5. Handbooks (Taliaferro)	
	<ul style="list-style-type: none"> Created a coversheet for feedback Summer project = looking for conflicting information w/in each handbook
6. Communications Calendar (Tener)	
	<ul style="list-style-type: none"> Started creating a "communications calendar" so everyone knows who is sending what and when Working w/ Marc McGee to give us a demo on a program he uses

Action Item	Responsible Person(s)	Comments/Status
Create Watchstanding working group	Keir Moorhead/Graham Benton	Done
Check in w/ DJ Escobar for a FYE follow-up discussion	Graham Benton	Done
Continue Handbook work	David Taliaferro	Work Continues
Continue work on Pre-Orientation Communications Calendar	Kristen Tener	Work Continues