



**Minutes – December 18, 2019 3pm - 4pm, Gold Room
Cadet Success Initiative (CSI) Meeting**

MEMBERS	Graham Benton, David Taliaferro, Keir Moorhead, Kristen Tener, Anna Lindsey
GUESTS	Jessica McGinley, Pat Hollister, Wendy Higgins, Valerie McGowan
ABSENT	Keir Moorhead, Anna Lindsey

1. Handbooks	
	<ul style="list-style-type: none"> Email was sent to all stakeholders of handbooks with charge to form a working group to identify sections of each handbook that overlap/disseminate contradictory information & revise handbooks for clarity
	<p>The group would work through the following objectives:</p> <ol style="list-style-type: none"> Eliminating contradictory information contained in different handbooks and manuals Aligning the information contained therein so communication to our cadets is clear, focused, and uniform Standardizing handbook/guide formats and processes Establishing a systematic process for interdepartmental review, timeline, and decision-making authority for final publication. <p>Working Group will report back on Jan 31st</p> <ul style="list-style-type: none"> Natalia will coordinate meeting <p>What does success look like?</p> <p>CLC presentation showing that we</p> <ul style="list-style-type: none"> Have developed a comprehensive review of handbooks We have a new/transparent timeline & review process
2. Uniforms	
	<ul style="list-style-type: none"> New seabag & ordering proposal was presented to VPs last week <ul style="list-style-type: none"> Proposed ordering directly through Navy Exchange to eliminate middle man (Bookstore) and the inventory Enterprise Services needs one more year of doing this to make up the money Goal is to cut cost and add more to the bag Updated presentation to VPs at the beginning of the semester What do we do now? Reach out to vendors to get stock
3. Mental Health Awareness	
	<ul style="list-style-type: none"> National trends have indicated an increase in students coming to colleges with mental health concerns & we are starting to see this In the last 12 months we have seen an uptick in mental health concerns – quantity & acuity CAPS sent a memo to Stan addressing concerns and some suggestions for moving forward <ul style="list-style-type: none"> Hilary has been interviewing various offices to find gaps/goals Working group to convene in the first week of January

4. Leaves/Withdraws Policy	
	<ul style="list-style-type: none"> • Following some mental health concerns & in speaking with Legal Counsel we realized we have some gaps in policy • Looking at adding specifics about the different leaves, what is required to come back, and re-application
5. Volkert Report	
	<ul style="list-style-type: none"> • Enrollment Management Consultant Report • Jo Volkert conducted interviews, data, and compared us to other campuses/academies • In draft now – Part 1 should be released this semester • Noted that the CSI should have a big hand in major decisions/issues on campus

Action Item	Responsible Person(s)	Comments/Status
Schedule meeting for January	Jessica McGinley	Done
Working Group report back on Jan 31st	David Taliaferro	Work in Progress