



Graduating the Successful Student Task Force  
Friday, June 19th, 2020  
Meeting Minutes

**Agenda:**

1. Check in with committee members
2. Editing team update
  - a. Review of the [Report draft](#)
  - b. Discussion led by Mike, Janice, Carolyn, Stacy, Jeff
    - i. Stacy- Basic needs
    - ii. Janice - Habits of Mind / foundational academic experience
    - iii. Jeff - HIP
    - iv. Carolyn & Mike - Advising et.al.
  - c. Hear and review comments from task force committee
3. Report submission timeline and next steps
  - a. Editing team will complete their work by Monday, June 29th
  - b. White paper submission date--July 1
  - c. Cancellation of next full committee meeting--June 26th, 1 p.m.