



ALABAMA A & M UNIVERSITY  
UNIVERSITY COLLEGE/OFFICE OF RETENTION AND ACADEMIC SUPPORT

**“DEVELOPING A RETENTION PLAN  
THAT WORKS FOR AAMU STUDENTS”**

APRIL 23, 2007  
ENGINEERING BUILDING

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## **AAMU MISSION**

Alabama Agricultural and Mechanical University reflects the uniqueness of the traditional land-grant institution which combines professional, vocational and liberal arts pursuits. The University provides baccalaureate and graduate studies that are compatible with the times to all qualified, capable individuals who are interested in further developing their technical, professional, and scholastic skills and competencies. It operates in the three-fold function of teaching, research, and public service, including extension. A center of substance and excellence, Alabama A&M University provides a setting for the emergence of scholars, leaders, thinkers, and other contributors to society. Specifically, the University is committed to:

1. Excellence in education and a scholarly environment in which inquiring and discriminating minds may be nourished.
2. The education of students for effective participation in local, state, regional, national, and international societies.
3. The search for new knowledge through research and its applications.
4. The provision of a comprehensive outreach program designed to meet the changing needs of the larger community.
5. Programs necessary to adequately address the major needs and problems of capable students who have experienced limited access to education.
6. Integration of state-of-the-art technology into all aspects of University functions.

Alabama A&M University, in cooperation with businesses, industrial and governmental agencies, and other institutions, provides a laboratory where theory is put into practice in a productive environment.

**2007 RETENTION CONFERENCE  
INTERNAL UNIVERSITY CONFERENCE  
AAMU COMMUNITY: DEVELOPING A RETENTION PLAN  
THAT WORKS FOR AAMU STUDENTS  
ENGINEERING BUILDING  
APRIL 23, 2007**

<b>08:00 a.m.—09:00 a.m.</b>	<b>Continental Breakfast</b>	<b>Engineering Auditorium</b>
<b>09:00 a.m.—09:10 a.m.</b>	<b>Welcome</b>	<b>Dr. Leatha M. Bennett, Director</b> Office of Retention and Academic Support
<b>09:10 a.m.—09:45 a.m.</b>	<b>Greetings</b>	<b>Dr. Evelyn Ellis, Dean</b> University College
		<b>Dr. Beverly Edmond, Provost/Vice President</b> Office of Academic Affairs
		<b>Dr. Robert R. Jennings, President</b>
<b>09:45 a.m.—09:55 a.m.</b>	<b>Conference's Purpose</b>	<b>Dr. Juarine Stewart, Associate Provost</b> Office of Academic Affairs
<b>09:55 a.m.—10:00 a.m.</b>	<b>Conference Logistics</b>	<b>Ms. Linda L. Skeete, Tutorial Coordinator</b> Office of Retention and Academic Support
<b>10:00 a.m.—11:00 a.m.</b>	<b>Plenary Keynote Speaker</b> <i>Role of Faculty, Staff, Students and Community In Retaining Students</i>	<b>Dr. Caula Beyl, Interim Dean</b> School of Graduate Studies
<b>11:00 a.m.—11:05 a.m.</b>	<b>Session Guidelines</b>	<b>Dr. Bennett</b>
<b>11:05 a.m.—12:00 p.m.</b>	<b>Small Group Sessions I</b> <i>(If necessary, this session will continue after the luncheon.)</i> ORAS will provide a Retention Guidebook for participants that concentrate on ideas/activities that they can readily use immediately after the Conference. The two key questions participants will focus on during the Sessions are: "What can I do to increase student retention?" and "What programs can I/we implement in my <i>Office/Academic Department/School</i> to increase student retention?"	<b>Session Rooms</b>
<b>12:00 p.m.—01:30 p.m.</b>	<b>Luncheon</b> Entertainment during the luncheon will be provided by AAMU students/faculty	<b>Engineering Auditorium</b>
<b>01:45 p.m.—03:30 p.m.</b>	<b>Roundtable Discussion</b> Explore and develop solutions for critical issues (academic and non-academic) that adversely affect student retention.	<b>Engineering Auditorium</b>
<b>03:30 p.m.— 04:00 p.m.</b>	<b>Putting It All Together</b>	<b>Dr. Edmond</b>
<b>04:00 p.m.—04:15 p.m.</b>	<b>Wrap Up/Closing</b>	<b>Dr. Bennett</b>

## **THE OFFICE OF RETENTION AND ACADEMIC SUPPORT (ORAS)**

The Office of Retention and Academic Support (ORAS) is a multi-faceted, comprehensive department designed to facilitate and improve student success, retention, and graduation rates. Intrusive academic intervention is an integral part of ORAS, enhancing overall student academic and social development. All retention initiatives are designed to assist students in becoming successfully acclimated to the university. ORAS is located on the first floor of Buchanan Hall.

### **INTRUSIVE ACADEMIC AND PROBATION SERVICES (IAPS) - (256) 372-5494/5496**

Services are available to students who require intrusive academic assistance on a one-on-one basis. Students can walk in or call the office to set up appointment at any time throughout the semester. Students are also referred by faculty and staff. Early intrusive assistance helps students to avoid academic probation. Specialized academic assistance is provided to students on academic probation or those who have been readmitted after academic suspension. ORAS will assist these students in identifying viable options and/or solutions to increase their chances of achieving academic success.

### **COMPUTERIZED LEARNING ASSISTANCE CENTER (CLAC) - (256) 372-5493**

The goal of the Learning Lab is to increase students' skill levels through the use of supplemental aids such as archived exams and notes from courses; computerized software or websites which compliment course text materials; and video and audio materials. Students who are referred by their professors will have the opportunity to meet individually with the Learning Specialist.

### **TUTORIAL ASSISTANCE NETWORK (TAN) - (256) 372-5487**

ORAS coordinates and maintains a campus wide peer tutorial program. Tutors are available in a variety of academic courses and offered at no extra cost to the student. One-to-one and small group tutoring are provided for those students who are interested in regular, weekly tutorial assistance. Students may sign up in the TAN office located in 100-C Buchanan Hall.

### **LEARNING STRATEGIES WORKSHOPS - (256) 372-5494/5496**

The Learning Strategies Workshops are designed, developed and presented by ORAS staff to enhance students' success. Workshop topics included goal setting, midterm and final exam preparation, procrastination busters, time management, thinking critically, self-confidence builders, and study skills techniques among others. Selected faculty conducts both the midterm and final exam prep workshops. The workshops are presented alternately on Tuesdays and Thursdays from 12:30 p.m. —1:30 p.m. in a designated building.

### **CHANGING LANES FIRST-YEAR MENTORING PROGRAM (CLFYMP) - (256) 372-5491**

The Changing Lanes First-Year Mentoring Program (CLFYMP) is designed to provide “a trusted counselor or guide to every first-year student at Alabama A&M University. Other objectives of the program are to: to connect new students to "Life on the Hill;" to help students develop social and pre-professional networks; to provide students with a person who believes in their unlimited potential; to keep students focus on obtaining their long-term goals; to increase student retention at the university; and to provide students with opportunities to interact with positive role models. Whether you are a potential mentor or mentee, we welcome you to view the *Changing Lanes* website...”.





5. What role does/should academic advising play in the University's retention plan?

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6. What student activities would be instrumental in promoting student well-being and connectedness to the university?

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7. What programs should be in place specifically for first-year students? Please describe.

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8. What role should the alumni play in promoting student retention, mentoring and graduation?

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9. What training programs should be implemented for our students, faculty and staff to ensure that they are able to provide excellent customer service across campus?

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10. What programs at Alabama A&M University do you view as instrumental in recruiting and retaining students?

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11. How do you encourage *faculty* to actively participate in the University's strategic and retention plan?

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12. How do you encourage *staff* to actively participate in the University's strategic and retention plan?

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13. How do you encourage *students* to actively participate in the University's strategic and retention plan?

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14. Do you believe that recruiting students with higher GPAs and ACT scores helps to increase student retention rates? If so, describe how and why?

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15. What role do you believe technology plays in promoting student satisfaction and retention?

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16. What tools have you used to improve communication between faculty, staff and students?

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17. Should more student activities be introduced on campus? If so, what type of activities?

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18. What role would the introduction of more student activities on campus have on the University's student retention and students' connectedness to the university?

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19. Please share a few strategies you believe are imperative in promoting student retention and graduation rates here at the University.

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20. Describe how you would promote student progression from freshman to sophomore to junior to senior to graduate to active alumni.

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21. Would you consider counseling services to be a major component of student retention and student preparation? If so, in what capacity?

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22. Describe your view of the average incoming student at Alabama A & M University?

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26. As an Alabama A&M University team member, what challenges do you currently face which prevent or hamper you from serving students at your best? Provide possible solutions.

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27. How important is faculty/staff morale to increasing student retention and graduation rates?

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28. What role does providing excellent customer service have on student retention?

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*To obtain an additional copy of this workbook,  
please call: (256) 372-5491.*



*A publication of the  
Office of Retention and Academic Support*