



## Integrated Planning & Budget Task Force

Agenda  
December 10, 2019  
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	Student Success Template Format
3	Financial Aid Student Success Template

**Members in Attendance:** Doreen Finkelstein, Isaac Escoto, Lene Whitley-Putz, Kristy Lisle, Kurt Hueg, Lisa Ly, Debbie Lee, Lara Triona, Laurie Scolari, Asha Jossis, Anthony Cervantes, Lan Truong

### 1) Meeting Minutes

- [The committee voted and approved the meeting minutes by consensus.](#)

### 2) Student Success Template Format

- Laurie presented the Student Success Template to the committee. The template is categorized into three sections: Access, Persistence, and Retention. These sections are based on the Student-Centered Funding Formula.
  - The template format may also include questions related to the program's annual grant reports and accreditation updates.
- Each of the Student Success programs will use the Student Success Template format; however, each program will have a customized template to include specific questions and data related to the program.
- Laurie will work with the Student Success programs and Institutional Research to discuss how the data will be collected and included in the template.

### **3) Financial Aid Student Success Template**

- Laurie presented the Financial Aid Student Success Template. The committee approved the following sections:
  - Mission statement
  - Program Level SLOs
  - Financial Aid Application Trends
- Using the committee's feedback, Laurie will make edits to the template and return to the IP&B meeting in January to present on the updated template.

For additional information on meeting minutes, please contact Kelaiah Harris at [harriskelaiah@fhda.edu](mailto:harriskelaiah@fhda.edu).