Briefly reviewed where the group left off after last meeting. Relayed content of discussion Kirk and Mike had with Steve Robinson. Steve indicated that we were on the right track could begin working towards a final product.

Members were asked to form into groups based on the high level categories:
- Student experience
- Expanded Technology
- Policy
- Cohort/learning groups

Due to the number of attendees, the groups were combined further into:
- Student experience & Cohort/learning groups
- Expanded Technology & Policy

Groups were asked to begin reviewing the various retention ideas within the groupings, and start to refine and define what each of the concepts mean. Ultimate goal will be to use the outcome of these groups to formulate the recommendation to the Executive Cabinet.

Potential questions and material to compile:
- What resources to make available?
- How feasible / what is possible
- Any other schools doing this? Best practices?
- How are other Community colleges implementing?
- Thoughts / suggestions on what we could do here at Mott
- Supporting research?

Group members
- Student experience & Cohort/learning groups
  - Dan Thomas
  - Gail VanEtten
  - Janis Block
  - Mike Cieslinski
- Expanded Technology & Policy
  - Cheryl Bassett
  - Troy Boquette
  - Emily Varney
  - Kirk Yaros
  - Lynn Wandrey
Yet to be determined:
  - Mara Fulmer
  - Bernie Cunningham
  - Pat Ward

December 17th meeting cancelled.

Plan for groups to work independently, bringing initial findings to share with the group in January 2014.