



Enrollment Management Meeting

Tuesday, October 15, 2013

4:00 PM – 5:00 PM

Board Room

MINUTES

Committee Mission: To develop a holistic, comprehensive, and integrated approach to enrollment management while recommending scheduling, instructional and student support strategies to enhance access, success, persistence and goal attainment.

Roll Call: Frank Nigro, Tim Johnston, Tom Orr, Keith Brookshaw, Lorelei Hartzler, Marc Beam, Meridith Randall, Melinda Kashuba, Cindy Dupre, Teal MacMillan, Jason Kelly.

Absent: Craig Thompson

Visitor: Keli Anthis

Meeting called to order at 3:07pm by Tim Johnston

1. **Review / Approve Minutes:** May 15, 2013 minutes. Orr/Kashuba. Johnston, Nigro, MacMillan abstain. Passes by voice vote. September 13, 2013 minutes. Orr/Hartzler. Kashuba, MacMillan, Brookshaw and Beam abstain. Passes by voice vote.
2. **Review meeting times:** Committee agreed on the 1st Tuesday of each month from 4-5pm. This will be a challenge for Craig Thompson through Fall semester due to Football practice. Upcoming dates are: Nov 5th; Dec 3rd; Feb 4th. We are waiting on confirmation for the boardroom. Each member will take the information to their constituent groups. We can release draft notes, and or minutes for feedback as we move forward.
3. **Review draft Enrollment Management Plan update in light of committee goals.**
In our last meeting we conceptualized goals and charge of the committee. This was confirmed and approved the minutes. This was incorporated into the draft plan presented today. It includes a framework with general areas around, seeking, keeping and completing student goals. This is a **proposal** for committee consideration. Significant work has been done 2 years ago by this committee. This proposal takes that work, focuses on outreach, and

incorporates the renewed vision of the committee, connecting it to the Institutional Strategic Plan.

The committee agrees to take this semester (and longer if needed) to review/edit the document, and take it to each constituent group for feedback, including ways to incorporate this into our other institutional plan processes, giving opportunity for input from all constituents. This document will be used as our recommendation to Instructional Council. It will be shared with the campus community after the readings/input by the various constituents. The document here includes ideas grounded in research, but is not exclusive. There are some redundancies, which are intentional, but it carries an integrated approach that will help our students achieve success.

This committee will go through the document line by line. Research will be requested/utilized to guide the decision making process, and will validate/inform annual area plans and augmentation requests. This plan will be a foundational document, which serves the institutional strategic plan.

This year is our planning year with implementation in subsequent years. The Enrollment Management Plan will not be used to inform Annual Area Plans this year, but will the following 2 years. We can keep it off cycle from the strategic plan.

Between now and our next meeting, review the *Enrollment Management Plan* and the *High-Impact Educational Practices* documents and bring back questions, revisions, and/or flag the initiatives that raise questions. We will use our best effort to link the document to our strategic plan. We want to choose the educational practices that will best fit our culture as well as what our constituents could get behind. There will be overlap in *keep* and *complete*. If input is brought through email, we will incorporate those in color and start versioning the draft out. We can have a running conversation between now and Nov 5th, or we can bring them to the meeting. Either way is fine. We will spend the 5th addressing particular questions about the initiatives with the goal of providing enough information to take back to constituents.

Next meeting November 5, 2013, 4:00 – 5:00pm; boardroom confirmed