

## STUDENT AFFAIRS ADMINISTRATIVE COUNCIL

### Notes

June 14, 2012

**Present:** Dan Burcham, Mike Cairns, Elise Gramza, Cindy Horn, Kathy Lake, Kristin Norton, Angie Roman, Kristen Salomonson, Mark Schuelke, Linda Telfer and Leroy Wright.

**Absent:** Matt Chaney, Sara Dew, and Renee Douglas.

**Guest:** Bill Potter

### Retention Work Group

Bill Potter indicated that:

- Retaining students during the first year is the biggest problem.
- Educational Counselors will be converted to Directors of Student Academic Affairs and report to the individual colleges (prototype is Shelly VandePanne).
- He has not set goals regarding retention rate and graduation rate.
- Appointment of Academic Advising Specialist is coming.
- MyDegree Audit platform has helped.
- Offered DIST 100, 60% of the students get off probation when enrolled in this.
- His office contacted SAP students, students who applied for graduation but did not receive a degree, and students who should have applied for graduation but did not.
- Looking at pre-pharmacy students receiving a degree after three years or by doing a reverse transfer once they received their Pharm.D. degree then going back and getting a bachelors.
- Offering Summer Bridge Program with 20 students registered right now. This will allow students to then enter a particular college, maybe not their program of choice though.
- Math/Science Center is closed.
- Strategies for successes that are working are:
  - TIP Program – Judy Watson
  - 30% freshmen take Math 110
  - SLA sessions – 75-80% pass
- Will have an Education Advisory Board.
- Will review data collection and analyze.
- Students will need to have the attitude and ability to do academic work.
- Directed Studies will assist in getting the students' minds right.
- Ferris will have issues with:
  - Students of color because it will be a socio-economic issue.
  - Native American numbers are small.
- Dan Burcham indicated that the Admissions Standards may need to be revisited. Financial aid is going to drive everything we do (Student Academic Progress Policy).
- Will be looking at giving students two-year degrees with a scholarship.

### **Approval of Minutes**

- The May 17, 2012, Administrative Council minutes were approved.

### **Operations Analyst**

- Deanna (Krugler) Goldthwait has accepted the Operations Analyst position. She will begin employment on July 2, 2012.
- Dr. Burcham thanked Mark Schuelke for his assistance with the Student Affairs budgets.
- Dan reminded the directors that this position will tie assessment, budgeting and strategic planning together.

### **Budget Update**

- Budgets need to be cleaned up for the year.
- Mark Schuelke distributed an analysis of the Student Employment budgets for the various departments.

### **Moving Plan**

- Mike Cairns reminded the directors that the offices in Rankin Center will need to move next May (document distributed).
- He asked that office think about efficiencies such as offices sharing copy machines.
- Space has not been determined for The Torch, The First Lady's Attic, or the Art Gallery.

### **Strategic Plan**

- Dan Burcham announced that work is being done on a Strategic Plan.
- A review of expectations might be revisited again.
- Four major divisional initiatives have been put forward; a second list might be developed.

### **Student Affairs Administrative Council Retreat**

- Date: July 26, 2012
- Who: VP, Associate VP, Deans, Associate Directors, and Assistant Directors.
- Agenda:
  - Enrollment Summit
  - Strategic Plan
  - Budgeting Practices/Operational Efficiencies

## **Announcements**

### **Leroy Wright**

- Reminded everyone to think about the student experience when planning.
- Orientation begins on Monday (June 18) with Honor students.
- Will be hiring a Coordinator of Independent Living and Life Coach. This person will need to have a Master's degree in human services and worked with foster youth or welfare.

### **Kristin Norton**

- Revised the Code for next year and added an informal process.

### **Angie Roman**

- Career Week is October 1-7th - includes 2 general career fairs a face to face and a virtual career fair. employer registration is now open
- Social Fest begins September 10th - includes Youtube film festival, Bulldog Bonanza 4.0, Keynote speaker Luke Wyckoff "Social Media: Dawg Gone Important for your Future". Social Fest is a collaborative effort with Student Leadership and Activities, Career Services, Advancement and Marketing, and Alumni Office.
- Professional Career and Leadership Conference is now partnering with Student Government and being moved to a Saturday. The theme is Small Talk- Join the Conversation. No date had been selected yet.

### **Mark Schuelke**

- Reviewed 16 Rankin Center renovation firms, narrowed it down to five firms.
- Also reviewing construction management firms by July.

### **Elise Gramza**

- Due date for Spring graduation is June 18.
- State Registrar's are meeting on July 27.
- Working with:
  - TAC on FERPA compliance.
  - Academic Affairs on UCC forms/curriculum process.
  - Financial Aid and Title IV regulations regarding drops and withdrawals.
  - Reviewed the Academic Affairs reorganization and will need 300 hours to complete reorganization in system.

**Kathy Lake**

- Will be bringing three Associate VP (Human Resource) candidates to campus.

**Cindy Horn**

- Experiencing low patron counts.
- Should pick up with camps beginning.
- Basketball camps will not be using the Rec Center this year.
- Anticipated 200 participants in the University Wellness Program; currently have 255 enrolled.
- Fern Labra is Co-Chair of the Bulldog Beginnings this year.
- Pool going through another bid process for air flow as this was cut during original bid. Pipes are rusting already and this will now cost more than originally bid.
- Rogers Heights will have a “Dam Festival” and wanted to put up a climbing wall on the Ropes Course. Cindy denied their request and indicated that she would provide an information table.

**Mike Cairns**

- First Impressions
  - August 24 – 7:30-5:00 p.m.
  - August 27 – 8:00 – 5:00
  - Tables will be in Rankin Center Circle, Bond Circle, South Quad, and the west side of FLITE.
- The University will be hiring a Title IX Coordinator.

Respectfully submitted,

Linda Telfer