APPROVAL OF MINUTES:

Upon a motion of Ms. Grissom, seconded by Dr. Johnson, the minutes of October 24, 2016 were approved as shown in MINUTES ATTACHMENT 1.

PRESENTATION:

An overview of the Student Success Collaborative was presented from the residence life and faculty/advisor prospective. It alerts if students are not attending class to permit us to reach out and identify issues or patterns the students are experiencing and allows us to assist them, and retain them. Notes are made into the system so that others can see if students are continuing to receive the appropriate support. The tutoring center is also utilizing this program that permit students to schedule appointments. The ability to text students exist and this tool will be used with first year students especially. To date, 220 faculty and 2500 students have used the system. Presenters were: Dr. Schoolcraft, Dr. Kim Presser, and Ms. Jennifer Milburn. It was suggested that the success stories be shared with faculty to encourage additional users. Concerns were also shared about the cost and the misidentification between classroom instructor vs. advisor on automated emails.

INFORMATION & ACTION ITEMS

Dr. Lyman introduced Stephanie Erdice as Interim Director of Social Equity.

Middle States: Dr. Schoolcraft attended a recent institute about assessments. The next steps this Spring will be assembling the committee and do a self-assessment design. Our new MS liaison is Heather Perfetti. Dr. Lyman is currently serving on a review team for Mount Clair University.

Enrollment Management: Dr. Haughie thanked everyone for the great open house this past Saturday in which over 500 students attended. A mannequin challenge was done and a video will be coming out soon. Next open house is December 10 with several hundred registrations. Spring semester numbers are up 29 and outreach is continuing. Fall 2017 we have over 200 more admits and applications & confirmations are where they should be. Scheduling for Winter has 60 more than last year. Profile update for incoming students will be shared at December meeting.
**Verification of Attendance Policy:** Dr. Ruth discussed the draft policy and reminded that it is required for federal financial aid requirements/compliance. The policy was approved by motion of Dr. Kooti, seconded by Dr. Johnson. Approval is tentative based on approval at Forum tomorrow, November 22. NOTE: Approved at November 22, 2016 Forum Meeting.

**Electrical & Telecommunications Project:** Mr. Bryson shared a map showing upcoming digs for this infrastructure project, which will begin in May 2017 and continue through November 2018. Outages will be necessary throughout this project and will be announced. Some older buildings, such as Old Main, Wright Hall, and Heiges Field House will need longer term shut downs and this will require additional planning. Mr. Bryson announced that the loop road project will begin within the week. He also provided a projects list for information purposes.

**Student Affairs:** Dr. Peterson provided us with an information piece regarding whooping cough to alert our students, especially given our local schools having cases. There are no confirmed cases at SU. This is also the time of year that students struggle and everyone should be mindful.

**Other Interim Appointments:** Ms. Kelsey Roman as interim Director for the Women’s Center and Dr. Chris Carlton will be interim Director of the Counseling Center.

**Athletics:** Women’s Field Hockey won their second national championship yesterday. Ms. Madison Scarr was selected for the Elite 90 Award for Division II Field Hockey.

**External & University Relations:** Ms. Kemmery reported that it was exciting to cover the return of the Field Hockey team and that searches within the Communications & Marketing area are ongoing.

**SU Foundation:** Ms. Detter announced 105 new commitments for scholarships and many have been awarded. Phone-a-thon is over and slightly down which is normal during an election time. Marriott had a 65% occupancy and was ranked 11th out of 1000 for the highest customer service out of Courtyard Marriott’s across the country. Housing marketing is in full swing.

**PRESIDENTS REPORT:**

Dr. Harpster reported on the following: election aftermath; GBLUES update and information on upcoming hearing about the possibility of closing the school, in addition a Task Force has been formed to discuss future options should SASD choose to close the school; and Trustees met last week which was the first meeting of three new members – Charles Black, Jeff Coy, and Mike Ross.

**FOR THE GOOD OF THE ORDER:**

- COB hosted the International Entrepreneurship week with special speaker, Brad Hollinger
- A&S has had a number of speakers and all are encouraged to watch for the many activities in the College
- A&S Advisory Board met recently with faculty & students addressing the group
- Faculty are working to address the hiring of adjuncts and review the budget
- Issued award letters for UG research papers and the numbers participating are up with 116 funded
- Currently, 1156 students are registered for Winter and will continue looking at combining/adding courses
- Forum will meet tomorrow and will look at the expansion of engineering to ensure there are firm commitments of resources and the attendance policy
- Ms. Butler talked about a research project she is doing relating to focusing on the students
- Social Equity Office learned that they received a $27K grant for Women & Gender Studies
- Climate Study task force is being finalized and Sue Rankin will be visiting in February
- Searches within IT and Enrollment Management continue

HAPPY THANKSGIVING!

MEETING ADJOURNED AT 11:00 am

MINUTES prepared by Robin Maun