ERMC Meeting Notes
MEETING DATE: 11/5/13

Visitor: Elaine Hozdik from International Services

1. **Approval of minutes from 10/1/13 Meeting**
   All approved

2. **Opening remarks**

   Marc passed around handouts of the September 2013 admissions snapshot report and the 2013 SUS Admissions Tour Matrix. Committee briefly reviewed information contained in the admissions tour matrix. Marc then went over the numbers contained in the admissions snapshot report. Application numbers are up (he attributes it to the basketball tournament – which we anticipated would happen). Marc also advised the committee of some changes to the admissions process. We are putting students on hold for new test scores, final transcripts, etc. Also, we have implemented BDM and we are now officially a paperless office. We are still working through some glitches with the BDM system.
3. **Presentation from International Services**

Elaine handed out a report she prepared titled “International Student Admissions, Enrollment and Retention at Florida Gulf Coast University.” Elaine and the committee reviewed the information contained in the report and a discussion ensued regarding several of the topics. Some international students don’t do as well on the SAT/ACT test scores. The question was asked if, down the road, we will waive test scores for international students. Elaine advised that this is a discussion they are going to have in the fall and she doesn’t know what the outcome will be from that meeting. She also discussed increasing our marketing/recruitment efforts for international students. Marc advised that the topic was up for discussion, but it is very expensive to do so.

4. **Retention Sub-Group Report**

Stacy advised that they hosted the brown bag lunch and approximately 30 people attended. Several proposals were submitted for our conference in the spring. They are currently working on updating the website with information on the conference. She asked that members of the committee submit their proposals for the conference by the end of November/early December (there will be a total of 12 sessions). Stacey was asked to prepare annual budget for the retention workshops and events and Marc will submit to Ron and Steve.

5. **Triangle Report Update**

Marc advised that it is a three committee report and the group met three weeks ago. The report will include section size, schedule and capacity, office space and staffing needs, budget and enrollment projections including summer enrollment. The group will meet again on 11/15/13.

6. **Stop-Out Report**

None – Andy Cinoman was unable to attend meeting.

7. **New Business – Graduation Tracking**

Bob handed out a report for “FTIC Degrees Awarded 2012-2013 Single Major.” Committee reviewed some of the numbers. Discussion ensued on what information the committee would like to see in the report such as: graduation rates for minor students, information by major/by term. Susan and Bob will work on another report by academic year and they will present it at the next meeting.

Susan advised that there will be two commencements on 12/15/13. One will be at 11:00am and the other at 3:00pm.
Jared advised that the new director of Graduate Studies will be hired by the first of the year.

Stacey advised they are still waiting to move into their new space. They have placed a new retention coordinator in Eagle Hall.

8. **Next Meeting**
   12/3/13 in EH-210 from 9:00am to 10:00am

Next scheduled meeting will be November 5, 2013 at 9:00am in EH-210