1. **Approval of minutes from 10/2/12 meeting**
   All approved.

2. **Opening Remarks**
   - Marc provided an update on admissions, FTIC for both spring and summer/fall look good. The recent trend with lower transfer numbers continues.
   - Marc also mentioned the EDI project that will allow high school and post-secondary transcripts to be sent and received electronically. Ellucian will work on a customization that will alter baseline banner in some areas.

3. **FALL STOP OUT REPORT:**
Andy reported that the survey for the fall stop outs has been sent. Over 900 students were on the stop out report and so far 77 have responded. The stop out report will be analyzed. The survey will be available until Dec 11th and additional reminders will be sent.

4. **Report from Retention Sub Group**

The group met and reviewed data from the graduating cohorts provided by the office of institutional research. Additional clarification was requested on some of the items. Discussion followed on impact on housing availability for enrollment and possible issues with waitlist for fall 2014. Also discussed getting data on students who leave after their sophomore year.

5. **Report from Enrollment Management Sub Group**

The group met and three non ERMC members were added, Keith Fernander, Debra Hess and Jim Wohlpart. We are in the data gathering stage, looking at impact of MWF schedules, number of students attending Edison for courses, looking at profile of bottom 25% of fall 2012 cohort, looking at impact of increasing average section size to 36 and 38 and graduate program capacities.

We will coordinate our activities with the other two sub committees, SFC and Budget. A single report is due on 1 March.

We also looked at the spring 2012 graduating students. The report is available on the Angel site. “Spring 2012 Graduating Class Facts and Stats”.

6. **New Business**

- Susan. Last day to drop without academic penalty was 2 Nov. 1291 classes were dropped and 112 students withdrew from all classes. Will review for reasons listed on withdrawal forms.
- Brian. Mentioned new initiative for Living Learning Community starting next fall.
- J. Webb. Mentioned joint FGCU, Hodges and Edison Retention workshop for students on the 19th of January.

Meeting adjourned at 10:30am. **Next scheduled meeting will December 4, 2012 in AB5-210 from 9:00am to 10:30am**