ERMC Meeting Notes

MEETING DATE: 12/4/12

1. Approval of minutes from 11/4/12 meeting
   All approved.

2. Opening Remarks

   - Marc provided an update on the FLVC and transient student enrollment program. FGCU will not be able to meet the requirements for this program without an operational EDI process for sending and receiving electronic transcripts. That project is in the planning stages and in the meantime we are working on an alternative process so that we can comply with the state requirement. More information will be provided when available. This initiative by the state will ultimately make it a little easier for students to search for and enroll in courses at any of the state colleges and universities, whether they are distance learning or not.
   - Susan also provided data on the number of transient students for the fall semester, both in and out.
3. **FALL STOP OUT REPORT:**
Andy provided a spreadsheet on the analysis of the fall stop out list. He will add some FGCU data to put the figures in perspective and also provide us with the actual survey results.

Susan provided compiled data from the Registrar’s withdrawal form which also list reasons for the student withdrawing.

4. **Report from Retention Sub Group**
Donna provided a recap of the sub committees meeting. Those minutes are included here.

Meeting Notes: November 21, 2012
Attendance: Donna Henry (chair), Brian Fisher, J. Webb Horton, Stacey Parker.

J. Webb reported on a Community Outreach event, “Attain to Retain” scheduled for minority students on January 19, 2012. The keynote speaker will be Ben Payton, President Emeritus of Tuskegee University. The full day event will focus issues important to student retention. Students will be invited to attend from Edison State College, FGCU and Hodges University.

As a follow-up to the previous discussion regarding degree completion, Donna will work with Bob Vines to generate a report of students who are within one semester of graduating, but have stopped out. We will review this list at our next meeting.

The Committee discussed moving forward with initiatives identified at the George Kuh persistence workshop. Donna will forward the Executive Summary from the workshop for review. All subcommittee members are asked to come to the next subcommittee meeting prepared to discuss 1-2 initiatives that fit FGCU and can be completed in Spring 2013.

Stacey Parker reported that 11 sections of “Effective Learning” have been scheduled for spring 2013. Students on academic warning at the end of fall 2012 will be identified and targeted to enroll in the “Effective Learning” classes in spring. The committee suggested that we reach out to faculty teaching freshman, high DWF classes in fall 2013 to encourage utilization of Fast Track to identify students struggling for early intervention.

The Retention Subcommittee will plan to meet next on December 19, 2012 at 9:00 am. Future meetings will take place on the 3rd Wednesday of each month, as follows; January 16, February 20, March 20, and April 17.
5. **Report from Enrollment Management Sub Group**

Marc provided an update on the Enrollment Management subgroup. We have begun looking at data covering, average section size, classroom classification and classroom utilization. We have also started to look at the effect on capacity using scheduling changes and more efficient classroom utilization where practicable.

A combined report is due the PBC by March 1\textsuperscript{st} and to that end a propose draft of the report format has been sent to the three sub-committee representatives.

6. **New Business**

- Brian. Housing capacity for spring looks to be about 97%
- Donna. CAS is busy looking at spring class availability trying to make sure we have sufficient to offer.
- Andy discussed spring orientations.
- Marc indicated that for spring FTIC will be about the same as last year and transfers about 15% down. Still have about 100 to admit.

Meeting adjourned at 10:00am. **Next scheduled meeting will occur the first week of January, time and place TBD.**