Meeting began at 8:10am

1. **Review of minutes from 3/1/11 meeting**
   
   No comments or changes on the meeting notes, minutes approved as distributed.

2. **Reports:**
   
   a) **Retention Action Plan:** Committee reviewed document and discussed the following changes and/or updates:
   
   - Student Academic Standing Policy: ACC has a draft prepared for changes to the policy. This will go to the SAC of the Faculty Senate. Michele will distribute to the ERMC and ask for any comments.
   
   - Supportive Campus Environment, Student engagement opportunities and ANGEL can all be included in the one day retention workshop which we discussed at last month’s meeting.
- Mentoring: requires staffing. Keep listed on Action Plan. We need to identify all mentoring programs currently on campus and coordinate a campus wide mentoring program.
  
  *Action: Isaac is going to look into all the mentoring programs currently on campus and provide a report at the next meeting.*

- Student Support Services: Discussed social media such as Facebook. CarolAnn advised that David Yeager is working on an initiative.

- University Catalog: Completed, remove from report.

- D/W/F Courses: Donna advised this was implemented last fall and she will provide an update on its effectiveness at next month’s meeting.

- Faculty/Staff Professional Development: We are going to look into a one day workshop, campus wide, addressing the issue of retention.

- Attendance Policies: Need to focus on specific courses. Focus on early intervention for students not attending these courses. Encourage “fast track” for these students and focus on the D/W/F courses and update faculty which are teaching these courses.

- Alan Seidman formula: Remove from report.

- Readmission Policy: Andy is working on an online orientation workshop. Changes may be forthcoming in Amnesty policy.

- At Risk Students: Need to provide a workshop that will provide a seamless transition for students. Only program we currently have is Step Ahead, which we will continue to support.

- Student Input Section: Remove from report

- Items to add to the Retention Action Plan: (1) Acquisition and Implementation of the BRM system (2) Acquisition of the Degree Works program (3) Support of the reinstatement of Convocation and (4) Survey of “stop out” students.

b) Report to the PBC

ACE proposal has been submitted to the PBC and VP’s are currently reviewing. Effective Learning proposal has been submitted to the PBC and Donna and CarolAnn will work on the budget requirement for the program. Convocation, Provost is going to speak with staff. Donna spoke about the summer reading program and advised that FGCU is looking into bringing the author to campus to speak to the students possibly during welcome week.

c) Enrollment Management Structure

Donna advised that the sub-committee met a couple of weeks ago and began working on a questionnaire to get out to staff/faculty. However, they are trying to determine if they should just focus on enrollment or enrollment & retention. Marc advised Donna to just focus on the enrollment piece as this is the task that was assigned to us.
3. **Old Business:**
   a) **Academic Standing Policy:** Committee to review proposed draft from AAC and provide feedback to Michelle.
   b) **Degree Works:** Marc advised that we have campus wide support for purchasing the program; we just need to acquire the funds.

4. **New business:**
   a) **SAT/ACT Statewide Reports:** Marc circulated the reports at the meeting and will post them on ANGEL.
   b) **Changes to Bright Futures:** Marc attended the SUS Directors meeting and they discussed the upcoming changes to Bright Futures. Some of the upcoming changes are that they are increasing the minimum SAT/ACT scores for the top award and the medallion award. SAT is going from 1020 to 1170 and ACT is going from 22 to 26. This will have an enormous affect on our minority student population.
   c) **Transient Students:** Also proposed is a transient form fall all state public post secondary students looking for distance courses. Implementation will affect the Registrar Office and Financial Aid.
   d) **Admissions Regulations:** An issue also discussed at the SUS Directors meeting was potentially doing away with the requirement to recalculate GPA’s for FTIC admission.
   e) **Admissions Update:** Marc updated the committee on admissions statistics for Summer and Fall. Other Florida Universities are looking to increase enrollment (except for USF and UNF) and they are increasing their recruiting efforts of International Students.
   f) **Graduation Rate:** Bob Vines provided a copy of the most recent graduation rates. These will also be posted to our Angel site.
   g) **Housing:** Brian provided an update on housing. Applications are running about the same as last year. Does not anticipate much of a waiting list this year and mentioned plans to build a fourth building “Osprey Hall” for 2012.

Meeting adjourned at 9:30am. **Next Meeting will be on May 3, 2011 in AB5-210 from 8:00am to 9:30am.**