ERMC Meeting Notes

MEETING DATE: 5/5/10

Meeting began at 3:10 pm

1. Review of minutes from 4/7/10 meeting
   No comments or changes on the meeting notes, minutes approved as distributed.

2. Reports
   a) Retention Sub Group: CarolAnn was not present and Marc asked Andy to give an update of the meeting of the sub-group. They discussed the data of the various reports that they have prepared and Andy noted that Jorge wanted to include financial aid data in the reports as well. There was a brief discussion concerning the purpose for the sub-group and it was reiterated that initially the group was formed to review retention related reports and make recommendations on what reports could be useful. Afterwards the group should be looking at ensuring that standard reports are provided consistently and maintained in a central location. Discussion
ensued as to what we will do with the information and how that will be used to increase retention of students.

b) **Student Survey:**  Michelle was not present and Susan had no updates.

3. **Five Year Enrollment Projections by College:**  Copy of Appendix A. report was distributed to the group. Donna advised that there were corrections that needed to be made to the report.  Marc suggested that we would readdress this in the fall when we have updated figures.  At our next meeting, we will review Appendix B. – Undergraduate Admissions Marketing and Recruitment.

4. **Handling of Undeclared Students:**  Andy and Marisa advised that the Academic Advising Council did meet and they discussed the following: Potential workshops to help students in deciding a major; force students to choose a major by their sophomore year by placing a hold on their account; discussed how other departments are handling and recommendations that can be made so changes can take place.  Marisa is going to prepare a summary of the recommendations that the AAC would like to present.

5. **Update on Excess Hours:**  Marc advised that the regulation still exists but, based on a new interpretation of the regulation, we probably won’t have to start charging students for another 4-5 years as the regulation now applies to students with a Fall 09 (and after) start date.

6. **Update on Summer/Fall Admissions:**  Marc handed out the attached Comparative Admissions Report (as of May 1st) prepared by Paul Allen of IS.  Report is for Fall only. Admitted numbers are up but the registration numbers for orientation are down. Accordingly, we have extended the application deadline to May 15 in hopes of increasing the numbers.  Best guess for Fall headcount is between 11,800 and 12,200.

7. **New Business:**
   a)  Noel Levitz survey will be distributed in the Fall.  It will be for all students freshman to graduate.
   b)  NCAA Self study report has been completed and submitted.
   c)  It was agreed by the group that we would meet the first week of June and then take off July and August.  We will reconvene the first week of September.
Meeting adjourned at 4:00pm. Next Meeting will be on June 2, 2010 in AB5-210 from 3:00pm to 4:30pm