Meeting began at 3:10 pm

1. Guest Speakers: Provost Ron Toll and Dr. Paul Snyder
   Provost Toll gave opening remarks and provided an overview of the PBC and its mission including the committees under its charge. Dr. Toll reviewed the ERMC submission for the strategic plan that we submitted last spring and advised that our emphasis this year should be on retention. Other aspects of enrollment management are as important but given our desire to maintain growth; improving retention will certainly support the universities mission. Achieving a freshman to sophomore retention rate of 80% should be achievable.

2. Review of minutes from 8/4/10 meeting
   No comments or changes on the meeting notes, minutes approved as distributed.
3. **Old Business**
   - **Student Surveys:** We need to decide exactly what population we want to survey. One example was should we survey all the students taking ENC 1102, the thinking is to determine how many are considering transferring out. This in an addition to other data that we would want to gather. Once again discussed attaching a survey to the online transcript request. Decided to assign a subgroup at the next meeting.
   - **Report from AAC on Undeclared Students:** Marisa presented recommendations from the AAC on handling undeclared students. Recommended that these recommendations be included in the retention action plan list.
   - **Retention Sub Group:** CarolAnn was not present, so this will be tabled for the next meeting.

4. At this point in the meeting, Dr. Paul Snyder and Dr. Peg Gray-Vickery joined the meeting and requested that the ERMC take responsibility for an annual review of Academic Support Services for Student Athletes. A recent study was completed by the Student Academic Support Athletic Review Task Force (SASARTF) and this will be used as a baseline for further periodic review. Additional faculty and staff outside of the ERMC may be called upon to assist in this review process. Appropriate documentation will be made available to the ERMC. It is anticipated that the first review will take place during the spring 2011 semester.

5. **Report on Fall 2010 Admissions/Current Enrollment**
   Marc is still working on the admissions annual snapshot report and will send it to the committee via ANGEL; however, he reviewed some of the current statistics with the group.

6. **Committee Membership**
   Marc briefly reviewed the procedures of the committee for the benefit of the new members. He asked all the new members to go onto ANGEL and review all the reports, minutes, etc. posted on the website and be prepared for our next meeting. Marc advised that we have received permission for a second faculty member to serve on the committee and asked for suggestions from the group as to who that should be.
7. **Meeting times**
   It was agreed to continue to have the meetings the first Wednesday of every month from 3:00pm to 4:30pm. Monette will send around a meeting request to all members of the committee.

Meeting adjourned at 4:30pm. **Next Meeting will be on October 6, 2010 in AB5-210 from 3:00pm to 4:30pm.**