

**Instructional Services and Student Services and Enrollment Services
Meeting Minutes
April 20, 2016**

Present: B. Bates, T. Buszek, F. Brooks, D. Coates, C. Colella, M. Collins, L. Cosby, P. Eagan, G. Fredericks, C. Gibson, T. Hamann, C. Heeter, S. Hubbell, C. Jbara, D. Lindsley, R. Miller, B. Reynolds, B. Taraskiewicz, J. Taylor

Absent: E.J. Bast, D. Bertch, L. Evans, D. McCurdy, D. Miller, D. Vandenberg

1. Call to Order - The meeting was called to order by M. Collins at 8:00 a.m.
2. The meeting minutes of April 6, 2016 were approved as presented.
3. Business
 - 3.1 Enrollment Task Force Update – S. Hubbell reported on Waitlistings effect on enrollment noting Waitlisting may have an impact on the immediate recapturing of students. S. Hubbell also noted the Waitlisting system is working as designed but with some delays. M. Collins and S. Hubbell will continue to monitor the Waitlisting system to determine if adjustments need to be considered.

L. Cosby reported on survey results, the registration schedule and Noel-Levitz Best Practices report, competition with area colleges, and efforts with multi-cultural populations.
 - 3.2 Retention Committee – Nothing new to report.
 - 3.3 Early/Middle College – D. Coates reported on fall enrollment and early warning strategies.
 - 3.4 University Center Update – C. Jbara provided a brief update reporting on the status of discussions and agreements with Davenport, Siena Heights, Ferris State and Western Michigan Universities and Kendall College of Art and Design.
 - 3.5 Course Placement Opportunities – D. Lindsley reported on the status of ACCUPLACER and SAT also reporting on an ALEKS pilot project set for the summer semester. D. Lindsley reported three groups have been identified to take part in the ALEKS pilot.

The group briefly discussed high school GPAs, test scores and best predictors.
 - 3.6 Guided Pathways – M. Collins reported the next Guided Pathways Institute meeting takes place Thursday, April 21, and Friday, April 22, 2016 at Washtenaw Community College.
 - 3.7 International Studies – F. Brooks reported on recruiting efforts underway, work to pull together a faculty and staff informational forum, a Foreign Links Around the Globe (FLAG) proposal, and housing for students.
 - 3.8 Diversity and Inclusivity – F. Brooks reported on the approval and implementation of a strategic plan to provide diversity, equity and inclusion workshops as part of the regular staff development training calendar.
4. Other
 - 4.1 R. Miller reported on challenges in the Financial Aid office with identifying the admission status of students noting meetings to discuss the challenges are underway.

- 4.2 C. Heeter reported on the challenges with rolling the class schedule for 2017.
- 4.3 S. Hubbell updated the group on the search for a replacement for Denise Blanchard.
- 4.4 C. Jbara reported:
 - Larry Belen, Director of the Police Academy, is retiring.
 - on discussions with T. Hamann and his group to create a mural for the Groves.
 - on the Bronson Phlebotomy academy.
- 4.5 T. Hamann reported on the Bronson Healthy Living Campus Open House “*Help Chalk the Walk*” event on Sunday, April 24, 2016 beginning at 9:00 a.m. inviting all to help draw a pathway from the Museum to the Bronson Healthy Living Campus. M. Collins noted Cougar Cruisers will be available during the Open House to transport individuals between buildings.
- 4.6 J. Taylor reported on the DHY Board exams and the new competitive admissions process.
- 4.7 L. Cosby reported on marketing opportunities noting she is looking for ways to link Alumni to our programs.
5. Reality Check – None presented.
6. Kudos!
 - 6.1 To Al Moss, Dan Benard, Moriya Hurst, Sally DeBruyn, Terry Sibbersen, Jerry Lentz II and Barry Chapman for their help with Media Day.
 - 6.2 To E.J. Bast and his team, and Ken Barr Jr. for their work pulling together the College Success Strategies pilot for Early/Middle College.
 - 6.3 To Coty Dunten for her help with Early/Middle College orientations.
7. Wrap-up/Next Steps/Agenda Items – As stated.
8. Adjourn: The meeting adjourned at 9:04 a.m.
9. Next Meeting: May 4, 2016 at 8:00 a.m. in **Room 1350**.