

MINUTES: Minutes were approved by members of the committee.

ANNOUNCEMENTS: None.

OLD BUSINESS
Maria Valeri-Gold reported that Edi Guyton, Chair of the Staff Assessment Subcommittee, will meet with Provost Ron Henry on Monday, December 7, 1998 to discuss the Staff Assessment Survey. Associate Provost Tim Crimmins, Michael Moore (Office of Institutional Research), and Vida Scarpello (member of the Cultural Diversity Committee and developer of the staff assessment survey items) will also be in attendance.

Christine Gallant, Chair of the Task Force to study the Recruitment and Retention of Underrepresented Faculty, submitted a written report (see attachment). Yezdi Bhada volunteered to give the committee an update on the status of the recruitment and retention documents.

Doris Derby, member of the Enrollment Management Committee, reported that the committee discussed the following information:

1. Recommended following the same admissions policy as 1998; students with a predicted GPA of 2.2 will be admitted--exception will be nontraditional student and athletes. Students with a predicted GPA of 2.3 will be admitted for Fall 1999;

2. Increase in African-American students due to recruitment efforts and the Hope scholarship;

3. Develop strategies to increase credit hours for enrollment (1000 fewer students); and

4. Decline in freshmen and transfer students.

The committee also recommended the following strategies to increase enrollment:

1. Mini-mesters for Spring semester;

2. Increase transfer unfriendliness to transfer friendliness;

3. Develop proactive messages on degree programs;

4. Establish transfer articulation on web page; and
5. Develop call in hotline for materials missing in students’ admissions files.

Valerie Fennell, Ombudsperson, stated that a search is underway for the position of Alternative Resolution Dispute Coordinator. Linda Nelson is chairing the search committee for this position.

**NEW BUSINESS**

Linda Nelson, Director of Affirmative Action, stated that John Marshall asked the Faculty Affairs Committee to review the Sexual Harassment Policy and Consensual Relations Document.

**ADJOURNMENT**

The meeting adjourned at 2:50 p.m.