Deans' Group Minutes 11/16/05

**In Attendance:** Lauren Adamson, JL Albert, Roy Bahl, Joan Carson, Ron Colarusso, Bill Fritz, Charlene Hurt, Fenwick Huss, Steve Kaminshine, Susan Kelley, Robin Morris. Ron Henry, Chair

The minutes of October 26, 2005 were approved.

**Report on Admissions and Standards Subcommittee**

George Rainbolt introduced the other members of the subcommittee to the deans. The Subcommittee reviewed programs and policies at institutions with higher than predicted graduation rates and focused on initiatives that are low cost, can be implemented quickly, and fit into Georgia State's culture.

George Rainbolt mentioned that the university needs to focus on students who are at risk for not returning especially first year students. The university is losing students who are performing well academically. The reasons for some students leaving may be tied to no financial aid and lack of a scholarship.

The Subcommittee report highlighted university-level programs and policies such as Early Intervention. The Subcommittee recommends implementing an early warning system to spot freshmen who may benefit from early intervention. The Subcommittee envisions a system that identifies two different categories of students at risk of dropping out. One category is beginning students and the other category is students at risk of losing HOPE.

Lauren Adamson mentioned that knowing the scale of intervention will be important. The resources needed to create appropriate programs, identifying and contacting the students to let them know the university is concerned about their welfare and success is vital. Lauren added that encouragement from the Student Advisement Center staff is important in the early intervention process. Identifying high achievers who are leaving the university and understanding the reasons why is important.

Steve Kaminshine commented that knowing the variables of why students leave and then designing programs to counter those variables should be considered. The deans suggested knowing the credentials of entering students would be beneficial in determining their success in college. George Rainbolt mentioned that the university needs to find ways to emphasize campus unity. The Subcommittee report mentioned symbols and rituals to mark important student milestones in their career at Georgia State could be created and celebrated. George Rainbolt added that we need engage students on campus. Ron Henry commented that the strategy of the university is to retain all students.

Bill Fritz mentioned that targeting the socioeconomic status of students is important. The educational level of the parents plays an important role in the desire and success of some students who enter college. Steve Kaminshine commented that informing and involving the entire campus in these retention efforts will be important. George Rainbolt added that the Subcommittee has spoken to various groups and committees on campus to inform them of the retention report and its recommendations. George Rainbolt mentioned that the report highlights the need for College Retention Action Plans. The Subcommittee recommends the colleges be charged with developing their own retention action plans. These efforts should be supported by provision of relevant retention data to the colleges.

George Rainbolt concluded the discussion by commenting that the report will go the full Admissions and Standards Committee for recommendation in December.

**Retention and Graduation Report**

Ron Henry commented that the report will be discussed further at the deans' group retreat on November 30. The report can be found on the Institutional Research web site. Ron Henry mentioned that students in grade and high school need to be challenged so that they will not get bored and lose interest in attending school. There needs to be more efforts to tap into and stimulate curiosity of the students.

Charlene Hurt mentioned the new Learning Commons area being planned in the Library and slated to open in August
2007. The Learning Commons will be a gathering place for students to interact. The area will have coffee available for the students. Charlene added that the Library is working with the Learning Communities and Writing across Curriculum staff to discuss what will be included in the area.

George Rainbolt mentioned that the W policy was passed by the Admissions and Standards Committee.

Disposition of Residual Funds
Robin Morris addressed the email he sent to the deans asking for feedback on the draft proposed changes in treatment residual balances within GSU and the GSU Research Foundation. The present policy was developed back in 200 which dealt with residual funds on GSU fixed-price awards. Robin Morris commented that the new policy will make the accounting and processing of the residual balances more efficient and direct.

Enrollment Update/Commencement - Order of Faculty Processional
Bill Fritz distributed a handout on enrollment and the current order of faculty processional at the commencement ceremonies. Bill Fritz mentioned that the email sent out from the Registrar's Office outlining the order of the faculty processional does not include Senior Lecturers and Lecturers. There have been questions raised by the Lecturers why they are not included.

The deans commented that having the faculty participate in commencement increases their participation. The deans reviewed the proposals on the handout and agreed with pairing faculty at will without designating their titles.

Policy on tenure and leaves
Ron Henry commented that a few faculty are taking 3-4 breaks in their academic appointment. Ron Henry read the Regent's policy on leaves which allows for no more than two stops of a faculty tenure clock.

Any other business
There being no further business, the meeting adjourned.

Next regular meeting: Wednesday, December 14, 2005, 9:30-11:30 a.m., Golden Key Board Room, 2nd floor Student Center.

Second Deans' Group Retreat on Wednesday, November 30, 2005