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

The minutes of March 15, 2006 were approved after correcting the attendance listing to include Laurel Burtle for Charlene Hurt.

Career Services
Ron Henry mentioned that the Career Services Office has undergone recent leadership changes with the Director leaving the position in February 2006. Ron Henry added that feedback from the deans on their perceptions and views of the Career Services area would be helpful.

Hazel Scott opened the discussion by giving an overview of the goals of the Career Services office. The office functions to provide a range of services for students which include career direction, career placement, co-op and internship opportunities, and workshops on resume writing/interviewing skills. The Career Services Office also holds career fairs with various employers to meet with students for potential job opportunities. Hazel Scott added that the office is succeeding in various areas with student placement and meeting the expectations of parents.

Ron Henry mentioned that the office is currently staffed with 9-10 members which is below other comparable institutions with Career Services office. The low staff number may impact the services and attention the staff can provide to students. Ron Henry commented that exit surveys by graduating students have scored the Career Services office low in providing assistance to students.

Fenwick Huss commented that the College of Business assists their majors with career services. The College sees this assistance as an investment to help students and majors by providing contacts with employers in the business field.

The deans discussed possibly decentralizing the services provided by the Career Services office with the colleges taking a more active role in the career advisement for their majors. Ron Henry commented that a review of the functions provided by the Career Services office may cut across some of the same areas in the colleges.

Steve Kaminshine suggested taking a look at how the university's development office is organized where each college has a development director for coordinating functions for their college. Fenwick Huss added that having a person within each college as a point of contact for career advising might be a way to point students in the right direction.

Hazel Scott concluded that decentralizing the Career Services office would not serve the students well because there will probably be some duplication of services the colleges which may be confusing to students. Hazel Scott added that new leadership in the Career Services office and working together with the colleges to provide efficient service to the students would be a better goal to achieve.

Ron Colarusso commented that more discussion on the goals, needs, and outcomes of the Career Services office needs further exploring. Roy Bahl added that outlining the advantages and disadvantages of a centralized vs decentralized model should also be reviewed.

Enrollment and Budget Update
Ron Henry mentioned that the university will learn its budget allocation by April 19 from the Regents. Any tuition increase will be included in the allocation. The pay raise will be an average of 4% for faculty and staff.

Bill Fritz distributed a handout on summer enrollment. Bill Fritz mentioned the summer registration has been opened for three weeks and the numbers are encouraging and look solid. Bill Fritz mentioned a reduction in the mandatory fees for the summer semester as a way to build summer enrollment.

Susan Kelley asked if the university has advertised the summer offerings to other institutions as a way to increase summer enrollment. Susan Kelley mentioned that the College of Health and Human Sciences has advertised in the University of Georgia's student newspaper, The Red and Black which is relatively expensive. Bill Fritz responded that they had not advertised on other campuses.

Mandatory Graduate Insurance
Ron Henry reported that the University of Georgia plans to spend $350 a year towards health insurance for graduate students. Georgia Tech will not be providing any monies towards health insurance. Ron Henry added that Georgia Tech weighed the cost of
supplementing the cost and found it would cause a significant impact on the budget. Ron Henry mentioned that Georgia State will probably provide $200 toward health insurance, but the final details on the amount have yet to be worked out.

**Graduate Credit Hours**

Ron Henry asked the deans to discuss justification for the hours graduate students are assigned. The deans discussed the hours for graduate students in their college by confirming that the hours are legitimate as assigned.

**Retention/progression/graduation issues**

Ron Henry reported that he attended a meeting at the Board of Regents recently to discuss the university's retention efforts. Ron Henry added that he mentioned several initiatives the university plans to undertake in retention efforts such as supplemental instruction, peer tutoring, Sophomore Connections, and faculty housing. Ron Henry mentioned that the university has requested $1M dollars from the Regents towards these initiatives.

**Any other business**

Susan Kelley inquired about the information the Provost would like to receive from the deans for their annual evaluations. Ron Henry responded that the deans should provide brief comments on their goals and major accomplishments by next week.

Roy Bahl inquired if the newly elected members to FACP will have a chance to get feedback from their constituents in the colleges on any potential budget cuts. Ron Henry mentioned that FACP will have handouts on projections for targeted reductions for members to review.

Bill Fritz mentioned a proposal to establish a voluntary admission deposit that will be presented at the FACP meeting. The deposit of $100 for admitted students would go towards their mandatory fees as a signal that they plan to enroll. The students will be given a PantherCard for use at the library, recreation center, and other facilities. Bill Fritz added that students who decide not to attend the university will not receive a refund of their $100. The PantherCard incentive would begin for the Fall 2006 applicant pool.

There being no further business, the meeting adjourned.

Next meeting: Wednesday, April 12, 2006, 9:30-11:30 a.m., Golden Key Board Room, 2nd Floor Student Center.