UMC Executive Committee  
Notes  
May 2, 2013

Present: Ron Del Vecchio, Dan Svedarsky, Deb Zak, Andrew Svec, Jeff Sperling, Corby Kemmer, Tom Baldwin, Michelle Christopherson, Tricia Sanders, Bill Peterson, Soo-Yin Lim-Thompson, Adel Ali, Kim Gillette, Peter Phaiah, Sue Brorson, Chancellor Wood, Stephanie Helgeson, George French, Jack Geller, Chris Winjum

Guest(s): Don Cavalier

In these minutes: Career & Counseling Presentation, Enrollment Management Committee, ESUP Leadership Visit, Summer Retreat & Executive Committee Meetings, Chancellor Update, Member Updates

Career & Counseling Presentation – Don Cavalier
Don handed out a packet of information, “UMC Career Services and Academic Advising Vision for the Future” to the committee to review. Don expressed how he would like to better integrate the Career and Counseling Department with the academic advisors. Don plans to go to Department Meetings and find other ways to meet with Faculty/student advisors to start a dialogue of more collaboration. For a copy of this file, contact Don.

Enrollment Management Committee Proposal – Peter Phaiah
Peter discussed the need to create an Enrollment Management Committee (see attached file) and the mission and makeup of such a committee. Peter asked for feedback and help in constructing the committee. After some discussion, Chancellor Wood expressed that this may be a good topic for the summer retreat.

ESUP Leadership Visit – Andrew Svec
Andrew reminded the committee of the ESUP Leadership visit to the UMC campus on the next day (May 3) and handed out the itinerary for the visit. He encouraged everyone to attend the portions of the visit that pertained to them.

Summer Retreat & Executive Committee Meetings – Chancellor Wood
Chancellor Wood explained that we would continue with the tradition of dropping Executive Committee meetings down to 1 meeting for the months of June and July. Chris will be adding these to calendars soon. Also, the Chancellor will be holding an Executive Committee retreat this summer. Per the earlier conversation, the topic of creating an Enrollment Strategic Plan was agreed upon as an area of emphasis for this retreat. Chris will email out dates to the Executive Committee to compile dates that work best for all for this retreat. More information to follow.
Chancellor Updates

- Regents visit went well on April 17. They all had very positive things to say about UMC. Inauguration on April 18 also went well, it was a fund day…..thanks for all who attended and worked hard to make it happen.
- I remain optimistic, but Wellness Center funding looks questionable for this session, but funding for the design costs looks much better.
- The Regents and President Kaler are stressing that the University of Minnesota needs to do all we can to keep administrative costs down, the public is really looking at this.
- Rich has been asked to give an update of summer projects and he will do so at the next Executive Committee meeting.

‘Pre-Posted’ Member Updates

‘Posted’ Member Updates

Center for Adult Learning - Michelle Christopherson

1) **Online Open House - Friday, May 10th from 2:30 to 4:30pm, Alseth Business Boardroom**

   More than 70 online students will graduate in the spring and about 35 more in the summer; 107 total. Preliminary numbers reflect that the online graduates will comprise 36% of our graduates at this year's commencement. Graduates from Texas, Iowa, Wisconsin and North Dakota are attending commencement. Please consider stopping by to greet these online graduates.

2) **U of M ranked top 25 in 2013 Online College Rankings report.**

   The University of Minnesota was ranked among the top 25 in the 2013 Online College Rankings report. This also marks the second year that the U of M has been featured on this list. This ranking as it is outlined below is based upon quality and affordability of online degrees. The Center for Adult Learning's involvement as the Digital Campus Calling Center has positioned UMC not only for inclusion in this recognition but as you will see, we, UMC online dominates in the online undergraduate area. [http://www.guidetoonlineschools.com/online-schools/university-of-minnesota](http://www.guidetoonlineschools.com/online-schools/university-of-minnesota) click on Bachelor's.

   The GuideToOnlineschools.com portal lists over 500 institutions, all analyzed as part of the rankings study. Since this information is compiled from Dept. of Education sources and their research, students are presented with a list of programs and data points, but little custom content. You can view our University of Minnesota page here: [http://www.guidetoonlineschools.com/online-schools/university-of-minnesota](http://www.guidetoonlineschools.com/online-schools/university-of-minnesota)

3.) **College in the High School**'s Annual Workshop - Monday, June 3rd Brown Dining Room 9-3pm
Member Updates

Ron Del Vecchio – Agriculture and Natural Resources

- UMC NACTA Team won sweepstakes in the four-year college division including a number of first place finishes at the 2013 Judging Conference in Texas.

Andrew Svec – Communications and Public Relations

- Commencement is next Saturday, May 10 at 2pm in Lysaker Gym. The graduates reception is from 11 am – 1 pm in the Sargeant Student Center. Please consider attending these events.

Michelle Christopherson – Center for Adult Learning

- CAL did not get a grant to work with as many school districts as they did this year with the Achieve More program, but will be working on doing a similar program in the Crookston school district.

Deb Zak – Minnesota Extension

- Consider attending the Tourism Conference which will be held in Bede Ballroom on May 7th and is co-sponsored by Extension.

Respectfully submitted by Chris Winjum
A. Mission

B. Vision

C. Enrollment Management Components (Recruitment & Retention)
   1. Admissions Strategic Planning
   2. Strategic EM Planning & Goal Setting (3 & 5-year)
   3. Assessments, Statistics & Reports
   4. Successful Student Persistence to Graduation, Grad./Professional School and Career
   5. Retention Efforts
   6. Quality Assurance
   7. Academic Program Options
   8. Academic Support Services
   9. Student Support Services
   10. New Student Experience & Orientation
   11. Financial Aid
   12. Comprehensive Advising
   13. Registration
   14. Contract Students
   15. Student Grievances & Complaints
   16. Connecting Enrollment & Fiscal Management
   17. Budget Management- Population/Mode Specific Functions
   18. Infrastructure/Physical Plant (i.e. Technology, Facilities)
   19. Leadership & Responsibility/Accountability
      a. Standing Committee (i.e. Executive Committee, Faculty Assembly)
      b. Membership- Suggested
         • Chancellor
         • Vice Chancellor
         • Associate Vice Chancellor for Student Affairs & Enrollment Management
         • Department Heads
         • Director of Admissions & Enrollment Management
         • Director of CAL
         • Registrar
         • Director of Financial Aid
         • Director of Institutional Effectiveness
         • Faculty Rep.
         • Others (i.e. Finance Director, Student/s etc.)
   20. Other