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# Faculty Enrollment Management Committee Meeting : 2008 : 01 : 23

Faculty Enrollment Management Committee

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## **Meeting Minutes**

### **Faculty Committee on Enrollment Management**

**January 23, 2008**

The meeting was called to order and introductions were made. In attendance were: Bonnie Braun, Steve Danese, Jennifer Quinn-Taylor, Joyce Morin, Dawn Cecil and Margaret Hewitt.

Margaret Hewitt, Faculty Senate President, informed each committee member of their year of service— Bonnie Braun (08), Steve Danese (09), Jennifer Quinn-Taylor (09), Joyce Morin (09), and Dawn Cecil (09). She then presented the committee with a SACS report that must be completed and returned the Faculty Senate Chair by April 20<sup>th</sup>. In addition, she addressed the need for the committee's charge. The charge of this committee must be presented by March. MH then left the meeting.

The 2006 annual report to the Faculty Senate was handed out to committee members in order to discuss the purpose of the committee. Bonnie Braun outlined that the basic charge of the committee is recruitment, retention and academic records. Steve Danese and Joyce Morin will look in their old meeting records to see if the actual charge can be located.

An election was held for both the Chair and Vice-Chair position. Steve Danese nominated Bonnie Braun for the position of Chair. No other nominations were made and Bonnie Braun accepted the position for 2008. Steve Danese nominated Dawn Cecil for the Vice Chair position. No other nominations were made and Dawn Cecil accepted the position for 2008.

The final order of business was to select meeting times and dates. The committee agreed to meet the first Wednesday of each month at noon in the COE conference room (COQ 201). Additional meetings will be held as needed. The next meeting is scheduled for February 6, 2008.

No other business was addressed.

The meeting was adjourned.