

## **Admissions and Enrollment Management Council Meeting Minutes for 9/26/13**

**In Attendance: Susan Dinan, Matthew Crick, Shan Feng, Karen Decker, Christina Aiello, Kristin Cohen and Jane Hutchison.**

1. Susan read the charges to the Council and suggested that we have ready if possible a presentation of the Fall enrollment report to the full Senate at the 22<sup>nd</sup> of October meeting.
2. L. Sotera was identified as a member of the council, but has not been located in the address book.
3. It was decided to wait to elect a chair since the entire council members were not in attendance. A volunteer is requested.
4. The next 2 meeting times are: Monday, Oct. 7 at 12pm in G03 and Friday, October 18 at 10am in G03.
5. We will be meeting in preparation for the timely review of the University's proposed scholarship policy which was an additional charge. Kristin relayed that it is time sensitive so the Council decided this was a priority for the Oct. 22<sup>nd</sup> Senate meeting.
6. In reviewing the Scholarship policy, we need to identify academic programs for scholarships. There was some discussion about programs of distinction; however the university has not identified specifically those programs that were mentioned in the Strategic Plan. Karen will follow up with the Executive Council in determining what they are seeking, whether it's criteria used to identify those programs or the programs themselves.
7. Karen and Matt can be in attendance at the Oct. 22<sup>nd</sup> Senate meeting and other council members are encouraged to attend as well.
8. If the council can complete reviewing the Scholarship Policy, then they will undertake the Fall Enrollment report which should be ready around mid-October.

The Council adjourned at 1:50pm.

Respectfully Submitted, Jane Hutchison, IRT