

Minutes **TO POST**

DEANS COUNCIL

Wednesday, September 6, 2017 – 3:00 p.m.
President's Conference Room

PRESENT: Carol Boggess (Chair), Jim Brown, Cathy Adkins, Rick Cary, Meredith Doster, Cathy Franklin-Griffin, Marie Nicholson, Scott Pearson, Marc Mullinax, Bev Robertson, Phyllis Smith, Beth Vogler, and Iva Coates (recorder)

1. Update from Student Success – Lisa Wachtman

Lisa introduced Darryl Hylton, new Director of First Year Engagement; Darryl provided his personal background information as well as his plans for engaging first year students for their success at MHU. Lisa stated that retention rates are improving: 2015-16 cohort's retention for fall 2016 was 56.4%; 2016-17 cohort for fall 2017 is 59.4%. Good news!

2. Minutes (August 23, 2017) – Approved.

3. Updates - Carol Boggess

- MHU website information (*handout*) from Samantha Fender, Marketing & Communications, in regard to the following:

- Brochures (departmental)
- Website
- Featured faculty, student, staff recommendations

Marc Mullinax stated that this information will also be announced at the Faculty Meeting tomorrow (September 7th); Samantha also plans to put this information in the daily announcements.

- Enrollment (FTE) = 1,135 (budget originally based on 1210); please make sure spring semester is offered as economically as possible.
- Deans – please reiterate to faculty that is important of reporting NO SHOWS during the 1st week of classes to the office of Student Success.
- What can we do to help with enrollment? Participate in Visit Day's. First one for the fall semester is coming up (September 16th). Also, finding ways to interact with high school students by bringing to campus for conferences, camps, clinics, etc., is an important recruitment tool. Talk to Teresa Sumpter for ideas – music department has very successful music clinics, etc.

4. Position (Replacement) Request – Beth Vogler

Replacement of Sherron Kincaid (resigned in August). Approved 100% by Deans Council.

5. Textbooks – Bev Robertson

- Textbook Committee consisting of Bev Robertson, Cathy Franklin-Griffin, Beth Vogler, Karla Chandler and Carol Boggess met on Tuesday, September 5th. Bev distributed handout and summarized meeting. Committee will meet again in two weeks – Bev will keep Deans Council posted as information is gathered.

6. Program Review – Carol Boggess

- Carol distributed a Program Review Guide (*draft*) form developed to continue program review discussions. Discussed and feedback given; please submit any additional feedback to Carol. Plans are to send to Deans Council members soon for completion.

Adjourned at 4:53 p.m.