

## Minutes May 7, 2019 9-10:30am, Topp Room Provost Council

<b>MEMBERS</b>	Sue Opp, Graham Benton, Don Maier, Kevin Mandernack, Francelina Neto, Michele Van Hoeck, Julia Odom, Priscilla Muha, Marc McGee, Katie Hansen, Mike Kazek, Gary Moser, Veronica Boe, Matt Tener, Dinesh Pinisetty, Sam Pecota, Rhonda Pate
<b>GUESTS</b>	Jessica McGinley
<b>ABSENT</b>	Marc McGee, Sam Pecota, Michele Van Hoeck, Mike Kazek

<b>1. Approve Minutes from April 23, 2019</b>	
	APPROVED
<b>2. NSSE, BCSSE, FSSE (Benton/Moser)</b>	
	<p>Chancellor's Office has offered to pay for BCSSE (Beginning College Student Survey of Student Engagement) – same concept as NSSE (gauges incoming student's expectations)</p> <ul style="list-style-type: none"> <li>- We receive results as they come in</li> <li>- For incoming Freshman as well as transfer students</li> </ul> <p>Look at data several ways (by majors, by schools, etc.)</p> <p>Next Steps:          Coordinate w/ Admissions (best vehicle for outreach) and pick a date          We should administer all 3 surveys</p> <ul style="list-style-type: none"> <li>- What's the best time for FSSE? (up to each individual campus)</li> </ul>
<b>3. Minors Policy (Opp)</b>	
	<p>All minors in catalog need to be reviewed</p> <ul style="list-style-type: none"> <li>- First focus is minimum requirements (once requirements have been discussed, take to Chairs)</li> <li>- Suggested to require a timeline and cutoff to declare a minor (before Junior year)</li> <li>- Must allow double-counting, but how much?</li> <li>- Previous meeting we agreed on:                  Minimum = 12 units, 6 upper division</li> </ul>
	Work in progress
<b>4. Infrequently Offered Courses (Odom)</b>	
	<p>Handout provided of rarely used courses from PeopleSoft</p> <ul style="list-style-type: none"> <li>- Looking to cleanup courses that are no longer offered</li> <li>- Inactive courses can always be reactivated</li> <li>- Keep "study abroad electives"</li> </ul> <p>Next Steps:          Draft policy, edit list, take to Chairs and Senate</p>
	Work in progress
<b>5. Deposit Data (Opp)</b>	
	<p>Handout given w/ deposit breakdown</p> <p>Business and GSMA are still admitting students</p> <p>EOP and Athletic admits continuing over the summer</p> <p>Document deadlines will increase the summer melt</p> <p>ET needs more transfer students</p> <p>Look at Faculty entitlements and course release time</p>

Action Item	Responsible Person(s)	Comments/Status
Discuss w/ Senate – best time for FSSE?	Dinesh Pinisetty	
Gather data on minors	Gary Moser	
How successful are late admits?	Gary Moser	