President's Advisory Council
August 28, 2013

Present: Dr. Jeremy McMillen, Brent Archer, Giles Brown, Shelle Cassell, Paula Cavender, Steve Davis, Jeanie Hardin, Donna King, Lorie Lefevers, Barbara Malone, Jake McBee, Gary Paikowski, Roy Renfro, Debbie Smarr, Tony Stanzo, Mark Taylor, Kim Teel

Thank you!
Dr. McMillen shared his sincere appreciation for the team work that resulted in increased enrollment. He also passed along the Board of Trustee's thanks for the work that was done.

Articulation Agreements
Dr. McMillen provided a handout that lists all of the current articulation agreements. He encouraged exploring an agreement with Western Governors University. He shared transfer data of our students. SOSU is the number one destination university, with Collin Community College the second. Also, GC is a popular transfer destination for Collin Community College students. Interest was shared for developing a BSN program.

Enrollment & Purge
Fall semester enrollment was at 5136 this morning, after the purge yesterday. Faculty will assist in communicating with students who were not dropped but need to complete a portion of the enrollment/financial aid process. Returning students who were dropped may use Campus Connect to re-enroll through 6 pm Thursday. After that deadline, students may only re-enroll with faculty approval. Staff members are still working to finalize approx. 200 students who need to document their Meningitis vaccination or submit a waiver. Dr. McMillen shared some data on the enrollment that shows we are up 13.8% in credit hours, up 5.7% in contact hours, and up 4.5% in headcount. He asked for ideas on why full-time students are increasing. Members suggestions include: students have enrolled in the long semester and half sessions; 17 year old and younger students are increasing; those on Financial Aid and appeals are taking a full load; increase in Veterans; students are forced into Learning Frameworks and are adding that as an extra course; College Connections and high school outreach is working.

Tony Stanzo reported that the new adjunct hiring rules are making it difficult to teach the half session courses. The adjunct pool is used up (especially in Psychology, Math, and English). We need to continue to be aggressive in adjunct recruitment. Members suggested reconsidering the offering of the first half session schedule and only offer the second half session, or to consider Virtual College of Texas courses. It was noted that when the drop/add feature is turned off, students cannot enroll themselves in second half session courses.

Weekend course enrollment was low, possibly because the same offerings are available as last semester. Divisions were encouraged to offer a new slate of courses.

Debbie Smarr said that part-time employees need pop accounts to use Estudias. Gary Paikowski said that was possible, but for network security purposes, Estudias work would need to be conducted on campus, not remotely.

CE Students in POISE
Jake McBee initiated a discussion about including Continuing Education (non-credit) students in the POISE system. Members offered various reasons for not including them, but several conveniences that would be achieved by adding them. One concern is that 'mirror' class students are not accounted for in POISE toward classroom capacity, which causes overcrowding the first day of class. Additionally, CE students and courses have to be manually entered into Blackboard shells. Debbie Smarr will ask the Data Team to address this issue and will bring back a proposed process in two weeks.

College Fact Book
Debbie Smarr and Brent Archer reminded members to review the Fact Book draft emailed to them and offer comments and suggestions by September 6, 2013. When finalized the Fact Book will be published online and, in limited print quantity.

Strategic Plan Revisions
Debbie Smarr shared an idea for expanding the Stewardship Strategic Goal to include some elements of customer service and accountability. Many support offices do not have a direct impact on access, student success, engagement, or stewardship, making it difficult to tie their work to an institutional goal. The expanded goal would include objectives to improve operational excellence through customer service (internal and external), and recognition of college achievements by external agencies/entities. Members made suggestions for defining customer service and shared ideas for 'identifying efficiencies' as a part of operational excellence. Overall the group was supportive of adding customer service and recognition of college excellence by external agencies (although measuring this may be difficult) to the Strategic Goals 2016.

In addition to the discussion on customer service, Dr. McMillen shared a new "Sound Off" customer service survey that is being introduced across campus. Printed surveys and return boxes are available in high traffic areas, and a link is available for completion online.

Premium Parking Permits Discussion
Giles Brown asked for input on the concept of selling premium parking spaces. Members discussed a couple of ways to implement such a plan, but general agreement was that the parking should remain as is.

Digital Signage Procedures

Gary Paikowski reviewed request/submission guidelines to facilitate the posting of electronic flyers and messages on the campus-wide building marquees.

Adobe Agreement

Gary Paikowski announced that the campus has an agreement for the new Adobe Cloud products that will allow unlimited downloads of the full Adobe Suite of products on campus equipment. Students will also be able to purchase software downloads at a discount. He will share additional information and instructions in the coming weeks.

Campus Purchasing – Members engaged in a related discussion on purchasing (software or other large orders). Dr. McMillen and Giles Brown briefly described new purchasing options that will be available soon.

Announcement and Reminders

- Steve Davis reiterated that he was pleased that a new process is being considered for assigning new adjunct passwords, email addresses, and other account information.