



Minutes – January 28, 2020 9-11:00am, Topp Room

MEMBERS	Michael Mahoney, 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, Rhonda Pate
GUESTS	Jessica McGinley
ABSENT	Gary Moser

1. Approve Minutes from January 14, 2020																									
	APPROVED																								
2. Beginning Spring Semester Admissions (McGee) – Discussion only																									
	<ul style="list-style-type: none"> • Since we are seeking additional enrollment, should we begin admitting students in Spring 2021? • Would be difficult for licensed majors – only admit GSMA, IBL & Oceanography • How would we build-in orientation? • Cruise would be difficult for those admitted in Spring (case by case basis) 																								
	<table style="margin-left: 20px;"> <tr> <td>Enrollment #'s:</td> <td style="text-align: center;">Fa19</td> <td style="text-align: center;">Sp20</td> </tr> <tr> <td></td> <td style="text-align: center;">BA</td> <td style="text-align: center;">162 154</td> </tr> <tr> <td></td> <td style="text-align: center;">ME</td> <td style="text-align: center;">182 170</td> </tr> <tr> <td></td> <td style="text-align: center;">MET</td> <td style="text-align: center;">121 119</td> </tr> <tr> <td></td> <td style="text-align: center;">FET</td> <td style="text-align: center;">48 46</td> </tr> <tr> <td></td> <td style="text-align: center;">GSMA</td> <td style="text-align: center;">126 121</td> </tr> <tr> <td></td> <td style="text-align: center;">MT</td> <td style="text-align: center;">272 263</td> </tr> <tr> <td></td> <td style="text-align: center;">Tot</td> <td style="text-align: center;">911 873</td> </tr> </table>	Enrollment #'s:	Fa19	Sp20		BA	162 154		ME	182 170		MET	121 119		FET	48 46		GSMA	126 121		MT	272 263		Tot	911 873
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	Michael will bring this topic to Cabinet and get their thoughts before we proceed Deans will discuss with their Department Chairs and get their thoughts before we proceed We'll discuss at our next meeting																								
3. Overload Form (Maier/Hansen)																									
	<ul style="list-style-type: none"> • Can we add a checkbox to the form – asking if the student is on academic probation? • Needs consistency • Generally a problem w/ IE and the \$1,500 deposit (which is non-refundable) • Department Chairs have the final sign off – Should it go to the Deans as well if on academic probation? 																								
	Katie will bring a draft form next meeting																								
4. Change of Major Applications (McGee)																									
	<ul style="list-style-type: none"> • 17 requests for next Fall 																								
	Jessica will setup a meeting to go over the list																								
5. Lab Building – Water Leak Update (Benton)																									
	<ul style="list-style-type: none"> • Leak in the A/C unit in the Lab building • Classes/DSO/Tutoring were moved to the Compass Room • Planning for a week to repair (hopefully only a few days) 																								
6. Volkert Report – Enrollment (Mahoney)																									
	<ul style="list-style-type: none"> • Looked at the list of recommendations 																								
	Jessica will add the subheadings to the recommendations for clarity and redistribute																								
7. Reduction in Headcount in Fall 2019 (Mahoney)																									
	<ul style="list-style-type: none"> • Went over Sue's analysis 																								
8.																									

Action Item	Responsible Person(s)	Comments/Status
Bring the topic of Spring Admits to Cabinet	Michael Mahoney	
Discuss the topic of Spring Admits w/ Department Chairs	Deans	Done
Draft overload form	Katie Hansen	Done
Setup change of major meeting	Jessica McGinley	Done
Edit Volkert recommendations spreadsheet	Jessica McGinley	Done