GEORGIA PERIMETER COLLEGE  
EXECUTIVE TEAM MEETING MINUTES  
Tuesday, August 3, 2010  
9:30 a.m., Deans Conference Room, Clarkston Campus

MEMBERS PRESENT: Anthony Tricoli, Ron Carruth, Virginia Michelich, Jeff Tarnowski, Vince June, Julius Whitaker, Reid Christenberry

GUEST: Dr. Barbara Brown and Dr. Godfrey Noe

I. CALL TO ORDER

Dr. Anthony Tricoli called the meeting to order

II. APPROVAL OF MEETING MINUTES

The July 20, 2010 meeting minutes were approved electronically on August 2, 2010

III. STATUS OF ACTION ITEMS FROM JULY 20, 2010 MEETING

- No outstanding items from July 20, 2010 meeting

IV. DISCUSSION ITEMS

Institutional Effectiveness

- It has been decided that “functional areas” or “units” will be called planning entities - there will be approximately 81 planning entities
- Online will need to be recognized as one entity
- Academic Affairs will initially be set up by the Deans and will need to be broken up
- There are three levels of entities, and there may need to be a fourth level added
- After being divided, the planning entities will need to be reviewed to determine if there need to be any shifts in the division
- All planning entities must have their strategic plan for FY 2010
- There must be minimum requirements and follow ups done
- Strategic plans must be entered in WEAVEonline by Friday, October 18, 2010
- Strategic Plans for the next fiscal year should be entered in WEAVE by June 30
• Institutional Effectiveness Committee will establish future timelines - the first period of this process will be a learning experience, but as the process goes forward best practices will be set up
• There will be a need for a focus on systematic ongoing collection of Institutional Effectiveness data from now on
• There needs to be a glossary developed that can be on the opening page of WEAVE but can also be accessed from an outside site
• Information flow and Organizational Chart need to be captured in one document
• The Academic Assessment Advisory Committee is ongoing and will more than likely be designated as a standing committee
• The Academic Master Planning Committee prioritizes but does not establish strategic plans - this committee should have a charge and some goals established
• The General Educational Outcomes Committee will report to the Academic Assessment Committee
• Institutional Effectiveness as it relates to retention should include the following:
  o Enrollment projections, enrollment models and enrollment management should be brought together
  o There should be a committee that looks at retention and graduation without trying to fix anything
  o There need to be an emphasis on the benefits of graduating versus transferring

MLK Program

• The service portion of MLK Program has become larger than the evening event - as such revamping this program should be considered to best meet the needs of the college
• The service portion has also increased since the launch of the civic engagement and service learning center
• Suggestions for future MLK events:
  o Establish a scholarship for students who are connected to civic engagements or to GPC - instead of working on campus, students can get scholarships for helping others
  o Key individuals can be brought to the campus to talk about the benefits of being involved in service activities
  o There can be a lecture series that is implemented to combine the importance of service at each campus
V. AREA UPDATES

Financial Affairs

- The economy will be slow for the next 3-4 years
- Tuition Increase (distance learning)
- Look at 2-3 years out
  - Predict Enrollment
  - Predict tuition
- Start making long term decisions
- Revamp the budget process

OIT

- Has closed over 14 Projects in FY10 with 10 currently on hold
- Has developed the FY11 Strategic Planning for Current and Nominated Projects – further discussion will take place at a future meeting

Student Affairs

- 15,261 students have registered as of the close of business on Monday August 2, 2010
- 7,280 students have been admitted - this is a 9% increase since last year
- There are 835 ready to admit applications for enrollment
- There are 4711 online registered students - this is a 15.1% increase
- There have been 200 new applications submitted daily
- So far there are 16,913 applications for the fall
- There is an anticipated return on 8000 students
- The 20 part-time workers that were hired for admissions have been split in half - Half of the part-time workers have been designated to work the 1st shift and the other half to work the 2nd shift in the evenings and on weekends
- Because of the overflow in registration there has already been a plan devised to handle orientation online and advisement on campus
- Last spring there was 25,200 students enrolled - of that amount 3,000 have graduated and 2,200 were lost to non-graduation

VI. ANNOUNCEMENTS / OTHER

VII. MEETING ADJOURNED / NEXT MEETING DATE

Meeting adjourned at 11:50 a.m.

Next meeting will be August 17, 2009