

# TROY UNIVERSITY

Student Services  
February 6, 2007  
Executive Conf Room

Present: Dr. Schmidt, Mr. Herb Reeves, Mr. Shane Tatum, Ms. Teresa Rodgers, Mr. Fred Carter, Ms. Barbara Patterson, Mr. Chuck Helmandollar, Dr. Charles Western, Mr. Buddy Starling, Mr. Bob Willis, Ms. Darlene Stewart, Mr. Sohail Agboatwala, Dr. Barbara Echord and Mr. Robert Allen

Approval of Minutes: The minutes from December 13, 2006 were approved.

## Information Items

- Dr. Schmidt thanked everyone for their support on the presentation prepared for the Chancellor's Brief.
- Unclassified Admissions Policy was approved by the Chancellor's Cabinet today. (6 February).
- Dr. Roling shared with the Chancellor's Cabinet the Student Survey.
- Dr. Schmidt reminded all to update strategic objectives once a month. Note where you are with the objective and how you are improving.
- Board of Trustees Retreat will be March 1-2.
- A proposal is being made by Mr. Lee Vardaman that would require a background check of all new employees.
- There will be two ceremonies for Spring Commencement on May 11. The Undergraduate ceremony in the morning and the Graduate ceremony in the afternoon. Graduate ceremony would have hooding ceremony.

## Necessary Discussion

Teresa Rodgers – Student Development/Counseling

- Assistant Director position still vacant. Search committee reviewing applications for vacant Counselor position.

Fred Carter – Financial Aid

- Currently the university has two call centers. Looking at the possibility of having one call center to handle both University College and Financial Aid.
- ACG/SMART Grants will be awarded and processed once the most recent update from Datatel has been loaded into the live account. Plans are to award in February.
- Lindsay Hamilton has been hired to replace Laticia Dubose who was promoted to Assistant Director.
- Awarded 490 more students (29,811) than by 02/01/206 (29,321)

#### Herb Reeves – Dean of Students

- New residence hall construction is ahead of schedule. Dean Reeves will schedule a walk-thru for Student Services directors in March.
- Housing applications are up compared to this time last year.
- Student Support Services will be moving into the renovated area of Eldridge Hall on Thursday. Construction is set to begin after February 15 on the next section of Eldridge. This construction will be completed by mid-summer.
- Mr. Reeves and Mr. Starling are on the Search Committee for the Dean of First Year Students. A meeting is scheduled for next week to begin screening applications.
- Renovations to Student Center will begin once University Store has moved. The Food Court will be down for the summer due to the renovations. Stewart Dining Hall will undergo renovations summer 2008.
- Investigation ongoing into 14 January sexual assault. ABI is assisting. Campus more safety conscious with several changes being established.

#### Sohail Agboatwala – Director Auxiliary Services

- New University Bookstore will be open the second week of June. Grand opening will be held same day as Summer Commencement, July 27.
- Upgrades for Phenix City bookstore have been approved. Coordinating with Kenny Marcum on upgrades.
- Health and Wellness meeting to be scheduled later this semester. Shane Tatum is working on upgrading the Fitness Center to meet increased expectations.

#### Barbara Patterson – Student Involvement

- Three books have been suggested for the First Year Reading Initiative. They are: The Road, The Kite Runner, and a grouping of short stories by Truman Capote. A decision on one of these books will be made soon.
- Freshman Forum High School leadership conference went well.
- SGA elections will be held at the end of the month.
- 48 people with ties to Troy University have been identified for care packages to be sent to troops overseas. Student organizations are sending packages.
- Honors Convocation Committee has been formed.
- Sigma Chi will be celebrating their 30<sup>th</sup> anniversary.
- Chinese New Year will be celebrated on February 18.
- Troy University's Relay for Life will be held on March 31. This is the first year the university has held the relay event on campus.

#### Robert Allen – University College

- The Transition Committee is working on getting eCampus students a home location in Alabama by fall.
- Holds for eCampus students is a major problem. Knowing who to contact for each hold needs to be addressed.
- 24 hour on line Library access is now offered.

Bob Willis – Dothan

- An offer has been made to a candidate to fill Rita Cordell's position as Director of Graduate Admissions & Records. Lynda Salisbury is leaving as Registrar this spring.

Buddy Starling – Enrollment Dean

- Lindsay Hopper has accepted a position with Alumni Affairs and will be leaving in February. This will leave two recruiter positions vacant.
- Leadership Day will be February 16.
- March 10 will be Spring Preview Day. Activities for the day include: St. Patrick's Day Parade, T-day game, Chi-Omega House Dedication and a baseball game that evening.
- Admissions is co-sponsoring open house in Dothan on March 15. Theme is At Home or Away – TROY is all you need. All academic areas will be represented.
- Discussions are continuing regarding increasing the ACT score.

Darlene Stewart – International Programs

- Looking at establishing an Internationalization Committee made up of primarily academic personnel. Issue to be addressed will be housing and community. Also looking at solutions regarding email issues.

Dr. Charles Western – Dean, Student Services, Montgomery

- One January 27 Dr. Western attended the Gamma Beta Phi state convention held on the Dothan campus. He thanked Mr. Willis for hosting the convention.

Chuck Helmandollar- Phenix City

- Mr. Helmandollar is the Interim Dean until the position can be filled.
- The recruiter position, vacant since August, has been filled.

Barbara Echord – eCampus

- A new eCampus promotion brochure is being released today. Information regarding Financial Aid, Student Services, etc. is also included.
- An electronic proctor will begin in February for learning on-line. Students purchase the electronic proctor to go on their computer and when device is no longer needed they can sell it back.

With no further business, the meeting was adjourned.