

TROY UNIVERSITY

Minutes Student Services Division Meeting April 11, 2007

In Attendance: John Schmidt, Herbert Reeves, Fred Carter, Barbara Patterson, Bob Willis, Robert Allen, Buddy Starling, Barbara Echord, Charles Western, Darlene Stewart, Sohail Agboatwala and Chuck Hellmandollar
Shereada Harrell represented Teresa Rodgers

Approval of Minutes: Minutes from the March 14, 2007 meeting were approved.

Opening Comments – John Schmidt

- Dr. Schmidt commended all for Higher Education Day.
- May 10th the Board of Trustees will meet at 3:30 p.m. in the Rosa Parks Library on the Montgomery Campus.
- Lee Vardaman will be speaking to each division regarding job analysis project plan.
- On April 30 there will be an annual planning session at the Arboretum. A handout regarding the planning session was shared.
- Dr. Schmidt shared the Alumni Survey Report results for 2000-2005. He asked that each office develop a survey and compile results.
- A committee has been formed regarding background checks on new employees.
- Vice Chancellor positions at Dothan and Montgomery are being advertised.
- Search Committee for the Dean of First-Year Studies is checking references on candidates.

Herbert Reeves – Dean of Students

- New Residence Halls
Conducting tours this week
Landscaping will begin in 1 ½ weeks
- Dining Services changes:
 - Expanding hours
 - Changing all meal plans
 - Serving brunch
- May 11 closing food court to begin renovations to Trojan Center
- Eldridge Hall (2nd phase) construction underway – will reopen in the fall
- Campus Security
 - Blue light emergency phones to be installed on campus
 - Discussing on campus weather sirens
- Housing numbers are up over last year at this time.

Sohail Agboatwala – Auxiliary Services

- University Store
Work on parking lot to begin April 16th

Columns are being put up now
Landscaping to begin soon

- University Store Sales
Sales for the month for February up 37%
Year to Year sales up 26%
Year to date sales up 25.9%
- University Store was able to get The Road (First-Year Reading Book) in paperback
- Reggie Hicks has resigned from the Post Office – taking a job with eCampus

Darlene Stewart – International Programs

- Marie Friggy has been hired to work with Student Activities – will also be handling Housing for the International Students
- Asking students to arrive earlier (August 6)
- Planning for Orientation
- Working with Barbara Patterson to involve International Students more in Welcome Week (August 13 – 17)
- Working on issues regarding International Students such as AI drivers license, driver's education class, etc.

Charles Western – Dean of Students, Montgomery

- Commencement will be held on May 10 at 7:00 p.m. in the Davis Theater
211 graduating with 146 participating
- July 19 Summer graduation will be held (first time ever)

Bob Willis, Dean of Students, Dothan

- Campus registrar search underway
- Several from the Dothan campus attended Higher Education Day
- Heritage Week a success
Spring Picnic, Community Band Concert, and Honors Convocation
- SGA elections held

Sherita Harrell – Career Services

- Early registration underway for fall
- Personnel
Alison Hughes hired as Counselor – begins this Friday

Barbara Echord – eCampus

- Getting ready for Term 5 registration – begins in 2 weeks
- Barbara Patterson asked if the SGA could see a demonstration for the remote proctor

Barbara Patterson – Student Involvement

- SGA Banquet held new officers installed
- Honors Convocation rehearsal April 18 – Convocation to be held April 30
- Planning for Welcome Week and using The Road (First-Year book) as theme
- Ms. Patterson thanked Mr. Willis for Sonya Smith's (Dothan Campus) help with Higher Education Day
- Working on Leadership Scholarship assignments

Fred Carter – Financial Aid

- Awarding ACG Smart Grants is a manual process
- Began awarding 07-08 financial aid to students last week

Buddy Starling – Enrollment Services

- Odyssey (First-Year Convocation) to be held August 12 (move-in will be held that weekend)
- IMPACT to begin June 18

Chuck Helmandollar – Dean of Student Services, Phenix City

- Registration begins next week
New student orientation to be held
- Personnel
1 new employee started last week and another resigned this week
- 137 new applications received for Summer
- Riverfront Project not as positive as before

Robert Allen – University College

- Florida Region has now become part of the Southeast Region
- Personnel
Dr. Meine will be going back to teaching

With no further business, the meeting was adjourned.