

DIRECT REPORTS
5/12/10

Present: Larry Barrett, KR Johnson, Carol Kurmis, John Coggins, Barb Austin, Madonna Tritle, Sue Wilson, Sandy Czekaj, Tony Cardenas

Next meeting is scheduled for Monday, June 7 at 1:30 in S155.

Enrollment Operations:

Registration

- There was some confusion over the final exam schedule due to misinformation, but things ended well.
- The room scheduling situation smoothed itself out.
- Deadline for turning in final grades was May 11 at 5:00. Three large (160 students) rosters were not turned in by that time, but were brought in this morning. As of 2:00, Sandy was assigning NS grades to the remaining 26 grades which were outstanding.
- Grades have been rolled and if that goes well file will be sent to WL. If it is loaded tonight, we will get academic standings tomorrow.
- Currently audits are being reviewed manually for commencement on Monday.

SSB

- Registration has been getting a lot of calls about SSB being down. Barb reported that there is a statement on the portal but to this group's knowledge, an email has not been sent to students.
- Larry talked to Steve Turner about there being so many problems with SSB/Banner after a patch is done.

Admissions

- Online applications remain consistent following the beginning of the new term.

Data Specialist:

- Purdue Calumet, IU Northwest, and Ivy Tech Northwest are sponsoring *A Conference to Promote the Success of Mobile Working Students in Northwest Indiana*. This conference is being held on June 17 at Purdue Calumet. Madonna will forward the information to Mary to be sent to Direct Reports.
- In answer to Madonna's question, Sandy has not received a bill for the clearinghouse (student tracker). Sandy will follow up as Madonna needs information from the clearinghouse.
- Madonna was told by WL that Sandy would know about CIP 2010, but Sandy reported that she does not.
- VSA is ready to go except for the narrative being put together and the calculator. Two fee calculators were reported - HEOA through Department of Education and College Board. We need to have the first phase up and running by July 7, 2010.

PNC-PC:

- Summer 1: Two classes were scheduled to run during the for four week session however one was canceled leaving only HIST 152.
- Summer 2: 155 undergrad seats, 71 MBA. There are seven sections for MBA compared to two last year.
- Fall: 458 seats compared to 554 last year; 70 sections with half at six or more students.

- Pines Village *The Way We Get By* event was held last night at Ivy Tech and this morning at Pines Village. Pines Village CEO Laurie Mullett is looking forward to a partnership with PNC.

- Carol has turned over the commencement ushers responsibility to Amy Davis Navardauskas.

Enrollment Services:

- PNC is using Ning again this year. This is an invitation only social networking site for incoming freshman who are registered for classes. It is used to connect students to the university and to friends. Last year instructors and advisors would offer advice, advisors. Erin Zak and Mike Ramian are putting this together and it should be ready to go by end of this month.
- An electronic communication plan is in place for all twelve months with freshman through seniors, DC juniors and seniors, and international students.
- We are still receiving many names from Learn Hub for international recruitment.

Advising:

- Invitations for the June 18 Freshman Registration Day will be mailed on May 18.
- Meet Your Advisor Half Way is scheduled for May 18. Two reservations have been received to date.
- 26 students will be inducted into Phi Beta Sigma tomorrow night.

Library/Media Services:

- Media Services will be transferred to Information Services in the next few weeks. A list for IS of current Media Services activities and services.
- ID card machine placement options were discussed
 - T157 since it is open and covered for specific hour.
 - Move to activities.
- KR advised that Media Services work studies were trained to use the machine also.
- Larry is hoping to do some sort of support for Communication. Larry suggested editing equipment go to The Voice area and possibly using the current One Purdue room for a future studio.

- KR gave an update on annual statistics, May 1, 2009 through April 30, 2010, for the library.

School Partnerships:

- Present and future state funding for DC was discussed.
- Principals and teachers like the interaction with PNC and Sue sees PNC getting more and better undergrads as a result of this partnership.

Larry:

- Larry thanked his staff for their support during the last few weeks.

IMPORTANT DATES

6/9 EM&SS staff retreat at Red Mill Park

6/18 Freshman Registration Day LSF 8:00 am – 3:00 pm

7/5 Campus Closed – 4th of July Observed

7/14 Express Enrollment

8/12 Sunrise to Sunset Enrollment Day