

## Staff Advisory Committee

February 5, 2020

**Attending:** Arlo De Rosario, Cheryl LeBlanc, Donna Cassario, Elizabeth Middleton, Evan Olsen, Laura Danner, Regine Diehl, Affan Faruqi, Sarah Irizarry, Donna Sewell, Kathleen Stewart, Fonnice Boyce, Rachel Carroll, Lee Karnbach, Val Williams

The meeting was called to order at 9:30 am by Chairman Evan Olsen. September minutes were reviewed and approved by the committee.

### **Special Guest**

#### ***Brian Ehrlich, SVP for Enrollment Management***

Brian explained that Enrollment Management includes admissions and financial aid as a cross functioning team. 88% tuition driven by advertising and marketing. Fall of 2020 we are expecting 750 freshmen and 214 transfer students. There has been a tuition increase of 1.5% which is below the national average. Financial Aid considers the ability to pay & willingness to pay. Admission letter was sent before Thanksgiving and Financial Aid packet went out before Christmas. The use of SLATE (CRM software) is designed for higher education to track engagement better.

### **Subcommittees**

Chairman Olsen reviewed the function of each subcommittee for the new members. Assignments to each subcommittee and the sub-chairperson was shared.

#### Benefits Subcommittee – Sub-Chair is Rachel Carroll

Discussed manning table for Open Enrollment Days and what we will share.

#### Communications Subcommittee Sub-Chair is Arlo Del Rosario

Would like to share another newsletter and spotlight a SAC member.

#### Membership Subcommittee – Sub-Chair is Patty Sellers

We have 6 people leaving the committee this year. The sub-committee will meet before the end of February.

#### Outreach Subcommittee – Sub-Chair is Sarah Irizarry

No topic discussed.

#### Safety/Security Subcommittee – Sub-Chair is Elizabeth Middleton

No topic discussed

### **Staff Suggestions**

None received

### **Other/Open Discussions**

Tuition Reimbursement should be clearly communicated to employees as it pertains to expectations and guiding the process. May need to speak with HR to update website information (last updated 2016) and how this benefit is shared with employees.

Meeting adjourned at 11:24 am

Submitted by Val Williams