

Recruitment Committee

MEETING MINUTES

Date: September 17, 2021

Time: 9:30 a.m.

Place: Microsoft Teams

I. Call to order

- a. *Dr. Sam Allen* called to order the regular meeting of the *Recruitment Committee* at 9:33 a.m. on *September 17, 2021*, via *Microsoft Teams*.

II. Roll Call

- a. **The following committee members were present:** *Ashley Dougan, Kelsey Jackson, Lillian Ellen, Amanda Rhodes, Jennifer Schroeder, Sanequa Thompson, Heath Waldrop, Ray Winiecki, Tammy Ward, Secretary; Dr. Sam Allen, Chair*
- b. **The following committee members were excused:** *Dr. Derek Moore, Nate Davis, and Beth Barcroft.*
- c. **The following committee members were absent:** *none*
- d. **The following guests attended the meeting:** *Mary Kate Sumner*

III. Approval of minutes from last meeting

- a. *Amanda Rhodes* made a motion to approve the minutes of the committee meeting held on *March 19, 2021*. *Tammy Ward* seconded the motion. The minutes were approved as written.

IV. Chair update – *Dr. Sam Allen, Chair*

- a. *Mary Kate Sumner* was introduced as a guest. She will be providing information on tract changes for APM.

V. Old Business

- a. *Heath Waldrop* reported college fairs for September included *Farmerville, LA* with *D'Arbonne Woods Charter School* and *Union Parish Charter School* -- acquiring 82 contacts.
- b. *UAM College Fair* included the schools of *Warren, Crossett, Hamburg, McGehee, Woodlawn, Rison*, and others totaling 10-12 schools. There were 100 contacts made the first day and others will follow, as today is the second day of the event.
- c. Acknowledgement to *Nate Davis* and the *Athletic Department* for assisting in the greatest number of acquired contacts from prior years:
50 - Baseball; 20 - Softball; 35- Basketball men/women

- d. 2021 was best year for leads with over 1,000 leads:

	Leads	Applied	% Applied	Register	% Register
Class 21	602	247	41%	162	27%
25 Under	112	55	49%	35	31%
Non-Trad	377	88	23%	33	9%

- e. Non-Traditional is a rolling number of contacts from year to year
- f. Athletic specific leads — Baseball 112; Softball 42
- g. Orientation was a great success with a higher turnout than ever. There were 185 students who attended compared to 186 who did not attend, but were registered. There were six sessions occurring during June, July, and August.
- h. Recruitment Department assisted with messaging the 572 who had started the registration process, but not completed the full paperwork. This resulted in 91; for a completion rate of 16%.
- i. Ray Winiecki requested opportunities of recruiting nontraditional students to be placed on next month's agenda.
- j. Amanda Rhodes inquired about presence at job fairs with Heath Waldrop indicating that Tim Johnson with Career Services has been to several events.
- k. Jennifer Schroeder proposed an opportunity for recruitment at Adult Education's GED December and May graduations. Heath Waldrop indicated that a student recruitment specialist would be on board to make presentations to classes.

VI. New Business

- a. Action
1. Election of Officers
 - i. **Chair:** Jennifer Schroeder nominated Dr. Sam Allen as Chair with a second by Kelsey Jackson. Vote was taken. All in favor.
 - ii. **Vice Chair:** Tammy Ward nominated Ashley Dougan as Vice Chair with a second by Heath Waldrop. Vote was taken. All in favor.
 - iii. **Secretary:** Dr. Sam Allen nominated Tammy Ward as Secretary with a second by Ray. Vote was taken. All in favor.
 2. APM review:
 - i. Tract changes for the Membership positions were discussed. The tract changes for the positions regarding College and Career Coach/Transfer Advisor were tabled until next meeting. Dr. Sam Allen made a motion to table and Ray Winiecki seconded the motion. Vote was taken. All in favor. Motion passed.
 - ii. Tract changes for Purpose/Function of Recruitment Committee. Heath Waldrop made a motion that no tract changes be made regarding the purpose/function of the Recruitment Committee. Dr. Sam Allen seconded the motion. Vote was taken. All in favor. Motion passed.

- iii. Tract changes in membership designation regarding advisory and ex-officio members with the exception of the College and Career Coach/Transfer Coach. Dr. Sam Allen motioned for the changes to move forward to Student Affairs Council. Ray Winiecki seconded the motion. Vote taken. All in favor. Motion passed.
- b. Discussion
 - 1. No Report
- c. Announcements
 - 1. Upcoming Events
 - i. Union County College Fair – October 20, 2021 – All departments are welcome to setup a table.

VII. Adjournment

- a. A motion to adjourn was made by *Ray Winiecki*, and seconded by *Jennifer Schroeder*. The meeting was adjourned at *10:43 a.m.*

Minutes submitted by: Tammy Ward