

ERMCM MEETING NOTES

DATE: March 10, 2009

MEMBER NAME	PRESENT	ABSENT
Anderson, Audrea		X
Byars, Susan	X	
Duck, Monette	X	
Laviolette, Marc	X	
Lopez, Jorge	X	
Ouverson, Marisa	X	
Popovich, CarolAnn	X	
Price Henry, Dr. Donna	X	
Savarese, Dr. Michael	Debora Haring sat in for	
Seals-Gonzales, Cheryl	X	
Smith, Casey	X	
Vines, Dr. Robert	Lisa Banks sat in for	
Yazici, Dr. Hulya		X
Yovanovich, Michelle		X

Call to order 4:10pm

1. INTRODUCTION AND CHARGE FROM PROVOST TOLL AND VP PAUL SNYDER

Provost Toll asked everyone to introduce themselves. He then reviewed the mission of the PBC (Planning & Budget Council) and stated that it is to be a major part of FGCU's shared governance system and has representation from all major university constituencies. He added that the PBC will replace the former Long Range Planning & Institutional Effectiveness Committee (LRPIEC). He noted that the council will include members of the President's Cabinet and will report to the cabinet. Provost Toll stated that the intent of the PBC is to be more broadly inclusive and transparent in its work. He stated that he would like the ERMCM to draft its own By-Laws for the council to review. He also asked that everyone go to the PBC website and review the draft By-Laws and the other committees reporting to the council.

2. REVIEW OF CHARGE AND GOALS OF COMMITTEE

Provost Toll stated that the university is looking at approximately 2,050 FTIC next year and that FGCU is one of two universities that will not be subject to a cap on admissions. Provost Toll stated that we anticipate having 15,000 students in 3-4 years. Going forward, we need to be in a position to "shape" certain programs and have procedures in place to control enrollment. Provost Toll stated that that will require adequate faculty and advising. He said that controlling enrollment will affect the budget and pointed out that any student enrollment above the "cap" will not include state funding.

3. OPERATING PROCEDURES OF THE COMMITTEE

Provost Toll stated that the committee needs to define the role of the ERM. Marc asked if the committee can expect any direct tasks from the PBC. Provost Toll answered “yes” as well as from the President’s cabinet. The various committees will need to work together in order to be successful. Provost Toll advised the committee that they will need to review and establish policies and procedures for effective management of the ERM. He stated that, as a university, we can’t be so involved in growing the university that we lose our focus on how to “shape” the university. That will be the charge of the ERM. However, Provost Toll cautioned that we need to be mindful of the affect that any changes would have on the various departments and programs. Provost Toll advised that the President’s Council added two more committee members to the ERM, which have yet to be appointed. Provost Toll also advised that each committee will have its own website page and the committee co-chairs will decide what will be posted on the website.

Marc asked what sort of items would be included on the website. Paul Snyder advised such things as: notice of meetings; agenda items; summary of meetings and meeting schedules. Provost Toll turned the meeting over to co-chair Marc Laviolette .

4. FUTURE MEETING SCHEDULE

Marc advised that, at the next meeting, the committee will need to begin to draft the operational procedures of the committee. Marc asked that, when we set a meeting date, to please attend if at all possible and, if it is not possible, to send a representative from your department to stand in for you. We will meet again in another 3-4 weeks (first week in April). Marc will set the meeting and send a meeting request to the group.

5. NEXT STEPS OF COMMITTEE

Marc stated at the next meeting we will need to draft the by-laws of the committee and brainstorm on such topics as best practices for both enrollment and retention management.

Meeting adjourned at 5:10pm

Meeting notes respectfully submitted by Monette Duck