

PCAAD December 15, 2010 – Amended

Attendance: A. Bhambri, M. Cascarano, J. Chern, M. Colón, C. Cottle, T. Dean, L. Garcia, G. Giardinieri, A. Gomez, J. Harris, R. Howell, A. Jeffers, L. Johns, L. Jenkins, R. Jones, L. Lemley, D. Lorenzo, A. Mayer, A. McMath, C. Meneghin, B. Milton, D. Phillips-Clark, D. Rodak, T. Seaboch, L. Smith, L. Torres, S. Yu

I. Welcome:

Meneghin called meeting at 12:10 p.m.

Yu made a motion that the November 2010 minutes be approved; Johns seconded. The minutes were approved.

II. Old Business

Constitution

The Executive Committee met with the Constitution Committee and the discussion continues, with an update expected in January. The Executive Committee requests that all constituent groups and caucus groups update the entire Commission on what is happening within each group. It is of great benefit to the Commission if it's kept abreast of the activities occurring within each group. Additionally, members are asked to inform the Commission of any agenda item(s) to include.

III. Sub-Committees:

Mentoring

The Committee met and looked at the 330 survey responses in regards to the types of informal and formal mentoring opportunities on campus. It is believed that about 1/3 of the respondents were students, 1/3 were faculty, and 1/3 were staff. The Committee noted the following:

1. Informal mentoring is most common, with 68% of respondents indicating informal mentoring, and 48% formally mentored
2. One on one mentoring is most common (areas include personal, career, academic, intellectual and spiritual)
3. 53% of respondents indicated they are not formally mentored
4. 78% of respondents did not know where to go to find more information regarding mentoring
5. 42% did not want an MSU spirit basket

The Committee will include the definition of formal vs. informal mentoring as part of the survey re-launch, in order to reduce confusion by the participants. It also recommends the creation of a clearinghouse, where

people can go to seek more information. Finally, a report will be created based on the answers and will include recommendations.

Regarding the e-cards for Thank Your Mentor Day on January 25th, Meneghin suggested that suggestions be sent to MSU Photographer Mike Peters as soon as possible in early January.

Education

PhD Project

Jeffers updated the Commission on the PhD Project. For \$2,000 MSU became a member, which allows us to access the database of graduated who may be interested in applying for a faculty or administrative position. MSU can also participate in seminars and conferences, with an opportunity to set up a table with our materials. Meneghin suggested that the Education Committee put the PhD Project on the news channel with a description of its benefits to MSU and participants. Meneghin also suggested that the information be shared with the Recruitment and Retention Committee for its use. Colón suggested that the Committee contact the Provost's office for a committee of the faculty ad for use at conferences and outreach.

A thank you note was suggested for Provost Gingerich and Dean Chrite, School of Business.

Recruitment and Retention

The Committee continues its review of all data and hopes to meet in January to provide recommendations to the Commission. It will request additional data from Human Resources. The Committee will focus on several items, including:

1. The PhD Project as a tool to recruit more minority faculty
2. Continual retention of minority students
3. Enrollment management data from B. Terry and C. Miller
4. Look at comparative data from sister schools
5. Look at graduate student data
6. Research financial resources for our current students (explore funding possibilities from the MSU Foundation, scholarship opportunities, and financial aid issues with part-time students)

The Committee noted that while there are funding opportunities for incoming full-time students, it has become more difficult to retain some students, due to economic problems. This affects the graduation rates.

A discussion was had regarding the retention and mentoring of students.

Jenkins stated that the Dean's Office receives the non-registered report, which is used to contact the students to find out why they have not registered. It was suggested that an SIS-based report be generated, and that it include the ethnicity/gender information. Rodak stated that a survey link is sent to these students to complete on why they will not be returning. **The survey link is only sent to those students that inform the University that they are leaving.**

It was suggested that the mentoring and advising of students needs improvement. Information on the GenEd needs to be clear on the website. The Financial Aid website has greatly improved. Meneghin suggested that the members continue to share their ideas.

Sponsorship

The Committee has not met recently, however, it looks to meet during the break and will report at the January meeting.

IV. Old Business:

Affirmative Action Day

There is no final decision yet. The flagraising and student groups will still be done. Previously, a movie and panel were discussed. Meneghin directed members to email Lorenzo, with a cc to the Executive Committee. A brief discussion was had regarding the definition of affirmative action vs. diversity. It was suggested that this needs to be clearly defined before the Commission moves forward with programming.

V. Motion to adjourn by Bhambri; seconded by Rodak; Meeting Adjourned at 2:05 p.m.

Respectfully submitted by M. Colón