

Date: May 5, 2008

To: University Senate – Western Connecticut State University

From: Enrollment Management Committee

Re: 2007/2008 Annual Report of the Committee

Members: During the 2007/2008 Academic Year faculty members included Thomas Monks (Elected, Ancell, and Committee Chair); Kimberley Bernstein (Elected, Librarians, Coaches and Counselors); Joan Palladino (Elected, Professional Studies); Patricia O’Neill (Elected, Arts and Sciences); Frank Herbert (Elected, Visual and Performing Arts) and Shane Murphy (Appointed, Arts and Sciences).

Ex-officio members included Larry Hall (Director of Admissions) and William Hawkins (Enrollment Management Officer)

Jennifer Kancler was appointed as one student representative. Despite the recruitment efforts of the committee, the second student seat remained vacant.

Meetings: Committee meetings were held on September 26th, October 31st, and November 28th, 2007 and February 27th, March 26th and April 23rd 2008.

At each meeting, in addition to other business, the committee was updated on the status of the university’s enrollment statistics as and when that information became available. This included information about new and transfer applications, acceptances, commitments, enrollments and retention. The committee was also updated on the status of on and off campus housing issues. The purpose of these briefings was to update the members on enrollment numbers and trends and to receive input from the administration as to its enrollment goals and progress in achieving those goals.

Accomplishments: During the 2007/2008 academic year the committee began and completed two special projects in addition to its regular business: Review of granting university credit to students completing International Baccalaureate high school programs and creating an academic department guide for faculty participation in the enrollment process. In addition, the committee began, but did not complete, a project regarding increasing Army and Air Force Reserve Officer Training Corps activities at the university as a way to attract quality students to Western.

Academic Credit for International Baccalaureate Program Work

At the behest of the Director of Admissions (DA), the committee began a review of the IB program for the purpose of deciding whether it would support the DA's proposal to grant incoming students college credit for their IB work in high school. The DA was seeking to have WCSU accept IB credit in order to attract top quality students to the University. As part of this review, the committee familiarized itself with the IB program and reviewed the IB credit policies of other area universities including, among others, Yale, the University of Connecticut and other schools in the CSU system. Based on the review, the committee agreed with the DA that WCSU should grant incoming students credit for IB work, subject to certain conditions and limitations. The committee drafted a letter to the deans to enlist their support for the adoption of an IB credit policy. WCSU subsequently adopted a policy granting incoming students academic credit for IB work.

Department Guide for Encouraging Faculty Participation in the Enrollment Process

The committee determined that faculty participation in student recruitment is one way to help attract and enroll quality students to our university. For example the WCSU School of Visual and Performing Arts has had recruitment successes over the past few years attributable in large part to faculty involvement. The committee also recognizes that faculty participation in recruitment is a clearly defined policy goal of the university under WCSU Strategic Plan, § 3.1.D. Working with the Office of Enrollment Management and the Admission's Director, the committee developed a template that academic departments can use, if they choose, to help them develop a tactical plan to fulfill the recruitment objectives contained in the WCSU Strategic Plan §§ 3.1.A.2 and 3.1.B.

ROTC

The committee began exploring the opportunities presented by partnering with the Army and/or Air Force Reserve Officer Training Corps as a way to attract quality students to the school. An initial review was performed, which included a review of WCSU's current program, other ROTC opportunities available to the school and the ROTC programs at other area universities. The committee may or may not continue this project in the 2008/2009 academic year.

Respectfully Submitted,

Thomas J. Monks, LL.M., JD, CPA, CFE
Chair