

**Student Affairs Director Meeting
November 2, 2023**

Minutes

Present – Edie McCracken, Sherri Matlock, David Bollig, Dennis King, Chantelle Arnold, Craig Karlin, Brett Meyer, RJ Schnack, Craig Karlin, Karen McCullough, Kathleen Cook, Kayla Hickel, Joey Linn, Taylor Kriley, Jess Albin, Jon Armstrong, and Chris Gist

Traveling Trophy

- The Traveling Trophy was presented to the Financial Aid Office for their work in implementing the financial aid process in Workday.
- The FHSU Financial Aid Office is the first school to do two implementations in Workday. Phase I is completed and rolling into Phase 1.75.

Academic Affairs Update

- HLC
 - Joey thanked Jill, Angela and their team for all their efforts with the HLC visit.
 - Jill also thanked everyone who participated in the site visit and the work leading up to the visit.
 - HLC will send FHSU a draft of their report. The draft report will be sent to FHSU and the HLC liaison for review. The draft will then go to Jill and Angela for fact checking. FHSU will have an opportunity to address issues raised in the report. FHSU will receive final notice of review in February 2024.
- Jill participated in an open forum with SGA.
- KLC
 - Kansas Leadership Center has been working with the Senior Leadership Team and is now going to provide sessions for mid-level managers. There will be two cohorts in the spring semester. The University is funding the training.

VPSA Update

- Director Dinner – November 2 @ 5 pm Cancun (Basement)
- Kansas Leadership Center
 - Information has been sent to all the directors. Joey stressed the importance to attend the two sessions.
- Move to Market
 - Email was sent out from Dr. Mason. Questions should be directed to AVPs and Joey. Shannon Lindsey will attend the November 16 Director meeting to answer questions.
- Joey will be out of the office, November 6-10, attending the NASPA regional conference in Oklahoma City, OK and the MIAA VP meeting on Friday, November 10 @ Missouri Southern in Joplin, Missouri. Dennis King will serve as Acting VP.
- President Mason is on the media tour.

- Baron Green has been hired in the Controller position in Administration Finance. He comes to FHSU from Adams Brown Accounting.

Enrollment Leadership Update

- Enrollment
 - Registrations for the Spring 2024 semester are up 950 students compared to last spring semester.
 - Fall 2024 applications numbers for on-campus are flat.
- Wrike
 - Campus ESP was added as a new project.
- RNL
 - RNL has reviewed enrollment and financial aid work in the past. FHSU's new RNL rep visited campus this week. Yield rates are good for students who apply, are admitted, registered and finalize enrollment.
 - Scholarship program was also reviewed. All of our models look good and are doing what they should be doing.
 - Promise Grant funds for need based Kansas student's proposal will be presented to ELT. The framework of the Promise Grant will provide tuition and fees and housing stipends for Kansas residents with a family income under \$70,000. The program would be offered to current Kansas freshman students and incoming Kansas freshman. Would also like to offer program to Kansas online students.

Memorial Union

- Memorial Union Plaque Rededication – 11/10/23
 - The naming of the Memorial Union was dedicated to fallen tigers who died while in military service. Two names will be added to the plaque. A campus invite will be sent out.
- Victor E Apparel & Gift Co. Faculty/Staff Appreciation Day – 11/10/23
 - Faculty, staff, and students will receive a 30 percent discount.
- Gradfest – 11/16/23
 - Departments are signing for tables.
 - Students will be able to pick up their regalia between 3 to 6 pm during GradFest.

Commencement

- Friday, December 15
 - 8:30 am - Commencement - Robbins College of Business & Entrepreneurship, College of Health and Behavioral Sciences & Werth College of Science, Technology and Mathematics
 - 11 am – Commencement w/ College of Arts, Humanities and Social Sciences and College of Education
- Provost Office will be asking for volunteers to assist with the ceremonies.

Division of Student Affairs Holiday Gathering

- Thursday, December 7 – 3 to 4:30 pm
- Professional staff and student employees are invited to attend the event. It is not a required event for professional staff. If a staff member chooses not to attend, they are required to work during the event or take approved leave.
- Division offices will be required to stay open during the Holiday Gathering. Each office will need to determine office coverage.
- Each department is responsible for sending Chris Gist a list of students who will be attending the Holiday Gathering by Wednesday, November 29.

Search Updates

- Student Engagement
 - On-campus interviews are being scheduled for the Director position.
- FHSU Online
 - Applications are being reviewed for the Assistant Director.
 - Judy Espino has resigned from her position in Dodge City.
- Memorial Union
 - An offer has been made for the Administrative Specialist position. Just waiting on the background check.
 - Victor E Apparel store manager position description is being updated.
 - Reference check on custodial position are being conducted.
- KAMS
 - A counseling position is open in KAMS. The search will open soon.
- Admissions
 - Nevada Acheson has been hired as an Admissions Counselor. She started on October 30.
 - The vacant Admissions Counselor position will be reopened soon.
- Financial Aid
 - Interviewed two candidates for the verification position.
- Retention
 - Assistant Director position has one applicant. The search will close in 10 days.
- Health and Wellness Services
 - Shannon Zweifel resigned from the Administrative Specialist position in Health and Wellness Services. The position will be posted soon.

For the Good of the Order

- Admissions
 - Apply free Kansas days is November 7-9. Students can have their application fee waived at any Kansas board of regent schools during this time frame.
- The College of Health and Behavioral Sciences Day is scheduled for November 3. There are 135 students registered to attend.

- Student employee and supervisor training is scheduled for Friday, November 10. There are still slots available in the student and supervisor trainings. It is highly encouraged student employees and supervisors attend.
- HESA Mock interviews are scheduled in January. Contacted Karen McCullough if you would like to participate.

The next Student Affairs Director meeting is scheduled for Thursday, November 16 at 1:30 pm in the Pioneers Room.