



MINUTES
Student Services Managers Meeting
April 15, 2011
8:30 a.m., AD108

ITEM 1. Budget (2010/11 and 2011/12)

Discussion: Check your current budgets. If you have extra funds, let Scott know. Purchasing deadline is May 12th.

Data/data source: Distributed current budget Panthernets screens.

Action: N/A

ITEM 2. Performance Evaluations

Discussion: Send Robin your portion of the evaluation form by May 15th. She will be setting up evaluation meetings in June.

Data/data source: N/A

Action: N/A

ITEM 3. Use of Panthertrail

Discussion: The question was asked, "Why we are not using Panthertrail?" Advisement found it difficult to get funding for the swipers. Also, Advisement sees students with and without cards. Testing uses it for selected groups, but too much information is there that they don't need. Scott needs to know by next month, whether or not your department can use it.

Data/data source: N/A

Action: Ask your counterparts at the other campuses if it is being used. Possibly visit the campus to see it in use. Consider having a rep from Lake Worth come here to inform staff of it's uses.

ITEM 4. Dual Enrollment Update - Ronnie

Discussion: GPA requirement is changing to 3.0 for Fall 2012. Spring term dual enrolled students have to test out of prep. Public schools now have to print screens to verify a student's GPA. Private schools will need to submit a transcript, and Home school remains the same.

Data/data source: N/A

Action: N/A

ITEM 5. Testing Update – Diane

Discussion: PERT begins May 5. If a student wants higher lever math (after College algebra) the student must take the Accuplacer. PERT takes longer to complete than CPT test, and will take 15 minutes for scores to be uploaded to Panthenet.

Data/data source: PERT score report sample was distributed

Action: N/A

Other:

1. Printers and Online activity can be tracked by IT. They already have a system in place that will notify them of online abuse. Remember – everything is public info!
2. Amphitheatre opening was April 12. Everyone is enjoying the space. Great comments have already come in from students, faculty and staff. Have already received a few complaints. We will have to be sensitive to noise levels, especially during classes.

Department Updates:

Ronnie – Preparing for dual enrollment day on April 21. Will continue number system, but the numbers are expected to be lower that fall and spring term. Admission application fee is changing from \$20 to \$30.

Tracy –Switching from 4-D to a new product on August 1. Career Center is preparing summer schedule for undecided workshops. Scott is helping to get the schedule out to applicants. Earth day will be April 21, 10am-10pm. Career Center is considering the possibility of holding SLS presentations in the BR building. Scott is working with IT to get wireless access.

Angel –Students who are selected for verification will received their aid, but not have to submit paperwork for the remainder of 2010-11.

Angela – SGA went to Tallahassee and lobbied legislature. Skin cancer awareness went well. We are making preparations to select leaders for SGA and ICC. Student Activities has collected over \$600 for Relay for Life. Student Activities will have a tent set up at the Relay for Life event tonight. Student Award ceremony will be held April 29. Invites will go out next week.

Jeff – Preparing for summer Orientations. Remember that Orientation will be going online this summer.

Diane - Proposed test fee changes were distributed. If approved, they will go into effect July 1. Online payment option for tests (TABE, PERT, Compass, etc.) is coming soon.

Attendees:	Scott MacLachlan	Ronnie Malave	Tracy Joinson
Angel Camilo (for Felicia)	Ron Long	Angela Allen	Diane Cotignola

Submitted by: Robin Dean
c. E. Willey, J. Wihbey