UNIVERSITY STAFF ADVISORY COUNCIL
MEETING MINUTES
November 10, 2015 | 1–3 p.m. | THC 310


Non-Voting Attendees: Carl Sorensen, Maya Vincelli, Stephanie Dupaul

Members Absent: Karen Berry, Paul Brockwell, Kelly Sprouse, Harold Wainwright

Andi Minor called the meeting to order at 1:04 p.m.

Enrollment Management Presentation
- Stephanie Dupaul, Vice President for Enrollment Management presented information about Admissions
  - Stats on first years
    - Admissions had 24,000 visits and gave 1500 tours last year
    - 31% acceptance rate – 808 first year students
    - Average SAT score is 1315; ACT 30
    - New York is the #1 state represented; Virginia is #2
    - 40% of students had demonstrated need; 1 in 10 receive merit aid
  - Admissions is redoing its publications and going through a branding process
  - Graduation Retention Study
    - Making one bad grade in a student’s first year has a direct correlation to retention
  - Queally Building
    - Spidering it up!
    - Parking will be a bit more crunched on that side of campus as some spots will be reserved for admissions and career services visitors
  - Looking for the best and brightest students from all backgrounds

USAC Meeting Minutes
- October Minutes were approved
- Request for a bylaw change regarding the approval and deadline for minutes will be considered at an upcoming meeting

Updates from Officers, Committees, & Members
- Dining Hall survey closes Nov. 25
- Affinity groups
  - All are up and running
  - Theme has been picked for the Dominion Christmas Parade; be on the lookout for opportunities to volunteer with construction and on parade day
  - Parenting group is meeting 11/11 with SCAN for presentation on positive discipline
- Affinity Ad Hoc Committee
  - Getting information from affinity group chairs as to what is working for the groups; next meeting on Friday
Committee is looking for other groups that meet on campus causally – email Matt mbarany@richmond.edu the group and contact information.

- Communications
  - 208 friends on Facebook
  - Reached about 1200 people with the picture from Paul’s speech at President’s inauguration
  - Parenting group now has a Facebook page

Council Votes
1. Request for an extension for the representative ad hoc committee – passed unanimously
2. Advisory statement expressing support for the formation of a benefits committee – passed unanimously as amended by USAC members; Andi Minor is sending the updated letter to all Council members, and Paul will send to Vice President David Hale and Provost Jacquelyn Fetrow.

Benefits Fair Tabling Discussion
- Not a lot of interaction with staff
- Location of the table matters – tucked in the back this year
- Plan better on what message we are trying to get out – charge and use the iPads to sign people up for the listservs; show the perks page, etc.

Web Submissions (Andi Minor)
- Web Submissions were reviewed and discussion. Actual web submissions and full answers are posted as a separate document.

New Business
- **December 8:** Special Commemorative Meeting; We will also host Janelle Wilson, Dean of SPCS
- **January 10:** Host Martha Merritt, Dean of International Education. Meeting will take place in the International Center Commons.

Closed Session
- No action taken

Hearing no other announcements, Andi adjourned the meeting at 3:04 p.m.

Respectfully Submitted,

Nancy Propst
USAC Secretary