Unit Level Report AY 2012 Department: Enrollment Services

Delta State

Enrollment Services

ENR Mission Statement

Mission statement

To encourage, support, and monitor the needs of students in our region through effective communication. To admit a student population that will play a vital role in achieving the mission of the University and contribute knowledge, understanding, and leadership to our culture.

Related Items

There are no related items.

ENR 01: Transfer Students

Start: 7/1/2011 **End:** 6/30/2012

Unit Goal

Promote/hire a Director of Community College Relations

Evaluation Procedures

Final enrollment figures

Actual Results of Evaluation

A Coordinator of Transfer Admission was hired on December 1, 2011.

Use of Evaluation Results

Increased enrollment from the Community College system provides additional resources for the institution and assists in promoting awareness of the University.

Related Items

There are no related items.

ENR 02: Director of Admissions

Start: 7/1/2011 **End:** 6/30/2012

Unit Goal

Promote/hire a Director of Admissions

Evaluation Procedures

A Director of Admissions was hired on April 16, 2012.

Actual Results of Evaluation

Use of Evaluation Results

Related Items

There are no related items.

ENR 03: Computer Software

Start: 7/1/2011 **End:** 6/30/2012

Unit Goal

Purchase and implement Banner Relationship Management Software (BRM)

Evaluation Procedures

Implementation of software

Actual Results of Evaluation

Software was not purchased.

Use of Evaluation Results

Through a more focused effort, marketing materials and communication will be targeted to specific audiences allowing us to create effective campaigns and strategies for enrollment.

Related Items

There are no related items.

Start: 7/1/2011 **End:** 6/30/2012

Unit Goal

Create a policy and procedure manual

Evaluation Procedures

Working policy and procedure manual

Actual Results of Evaluation

This is an ongoing process.

Use of Evaluation Results

The manual will be a working document, as such; it will be regularly updated to reflect changes in technology and processes (example: paperless).

Related Items

There are no related items.

Section IV.a

Brief Description

Judgment

 $\hfill\Box$ Meets Standards \hfill Does Not Meet Standards $\hfill\Box$ Not Applicable

Section IV.b

Comparative data

Enrollment, CHP, majors, graduation rates, expenditures, trends, etc.

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section IV.c

Diversity Compliance Initiatives and Progress

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section IV.d

Economic Development Initiatives and Progress

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section IV.e

Grants, Contracts, Partnerships, Other Accomplishments

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section IV.f

Service Learning Data

List of projects, number of students involved, total service learning hours, number of classes, faculty involved, accomplishments.

Judgment

 $\ \square$ Meets Standards $\ \square$ Does Not Meet Standards $\ \square$ Not Applicable

Section IV.g

Strategic Plan Data

Only use this section if you have strategic plan info to report that is not covered in other areas of your report

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section IV.h

Committees Reporting To Unit

Each unit includes in the annual plan and report a list of the committees whose work impacts that unit or any other aspect of the university; along with the list will be a notation documenting the repository location of the committee files and records. Committee actions affecting the unit's goals may be noted in other applicable sections of the annual reports. Not required to be included in the unit's annual plan and report, but required to be maintained in the repository location, will be a committee file that includes, for each committee: Mission and by-laws, Membership, Process, Minutes.

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□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section V.a

Faculty (Accomplishments)

Noteworthy activities and accomplishments

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section V.b

Staff (Accomplishments)

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Narrative

Rodney Martin, MED, BSE Director of Admissons

Section V.c

Administrators (accomplishments)

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section V.d

Position(s) requested/replaced with justification

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section V.e

Recommended Change(s) of Status

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section VI.a

Changes Made in the Past Year

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Section VI.b

Recommended Changes for the Coming Year

Judgment

□ Meets Standards □ Does Not Meet Standards □ Not Applicable