

College of Fine Arts & Communication

LEADERSHIP RETREAT

NFAC 110

July 30, 2024

I. ANNOUNCEMENTS/UPDATES

A. Deadlines

Guest Artists, Faculty, Student payments: at least 3 weeks in advance

Minors on Campus: at least 4 weeks in advance

B. Travel

Have Faculty members get their own cards; be responsible for submitting all paperwork/receipts, etc.

C. Annual Review Criteria (Unit Handbooks)

All course syllabi submitted for the year

Annual Reporting Form Completed: by Jan. deadline/prior to review

Other

D. Fall Enrollments

Admissions: Fall 2024 Data (615) Contact to ensure enrollment

Class Caps: Review (e.g. large ensembles may be too high/Lectures may be too low)

Courses: Slash/Stacked, Labels (Check on Lecture, Lab, Studio, Indep. Study, Practicums, Internships)

Specific limits: Accreditation Standards

Gen. Ed. Latest Enrollments

Review Enrollments for cancellations

E. Accreditation Dashboard Access

F. HelioCampus Dashboard

G. Convocation

August 29, 10:30 a.m. – 12:00 noon, Introductions

H. Budget/Meeting

103 Cut

Utilize to fullest/Requesting additional 131 (Bottlenecks Funds)

October 23, 4:00-5:00 p.m., All College Meeting

II. DISCUSSION

A. Program Portfolio Management

Data being reviewed for accuracy (FTE)

Trends most important

Retention: 1st to 2nd year most important

See CPS/CNR examples

SDC: Groupings for more accurate, overall data

B. Strategic Planning

Review Mission, Vision, Values

Goals, Strategies, Key Performance Indicators: Review and Revise

Top Priority: Financial Sustainability

Enrollment Growth: Recruitment & Retention (m to M)

Curriculum Considerations

Fund Raising and Collaborations

Marketing Strategies

C. Events Planning

New Student Welcome Session/Date for pre-advising new student meeting

Homecoming/Family Day: COFAC Open House Planning

New Ideas: Fund Raising and Collaborations

e.g. new Arts Bash-like event (new name, more inclusive of all areas)