

Scholarship Hall Strategic Planning Committee Meeting Minutes Friday, November 16, 2018

Present: Kyle Berkley, Christian Espinosa, Diana Carlin, Robert Girard, Ashley Grande, Stephen Hass, Jessica Small, Sara Vancil, Aramis Watson, Randee Wisdom, Phillip Wrigley, Katie Keenan, Levi Wakeman, Staci Roe, Keesa Shrader, Anna Roesner

Absent: Alex Hyler, Amy Robbins

- I. Updates on items from previous meeting
 - Review of the returning scholarship hall residents/new residents spreadsheet
 - Website/Marketing Overview
 - Staffing structure overview
- II. Application & Occupancy Overview
 - Staci Roe (Assistant Occupancy Manager) – application process
Staci Roe shared with the team the process to apply at KU.
 - Admission to KU
 - Sign up for a housing contract
 - Establish online ID, KUID, Enroll & Pay, and login (password)
 - Receiving a group number to select their space
 - Email from Admission
 - Keesa Shrader (Assignment Specialist) – applying for Scholarship Halls
 - Keesa shared the process to apply for a space in Scholarship Halls.
 - She distributed a document shows the steps of how the student goes in to our system to accept the offer.
 - Students send an essay. The essay is shared with the committee for approval. The selection committee include: ASHC vice president and one representative from each hall.
 - After an essay is read, a report is run which includes the GPA, ACT, SAT, and Financial Aid
 - If approved, Keesa will email the offers for students to accept or decline. If the offers are accepted, Keesa
 - November priority review
 - Sign up for a space
 - Get accepted and
 - Room selection starts in March
 - Rates Overview
Aramis distributed the FY20 Housing & Dining Plan Rate Proposal for all to review so the committee can analyze and then discuss it during one of the future meetings.
- III. Next Meeting Topics/Discussion Items
 - November 30th – Katharine Weickert, Marketing & Website overview
 - December 7th – Katie Keenan, Scholarship hall Director – Staffing structure overview
 - December 14th
 - December 21st

IV. Preparation for upcoming meetings

- Please review the website and marketing materials by November 30th
- Staff positions descriptions will be sent out by December 7th meeting to review.
- Scholarship Hall Strategic Planning Committee SWOT Analysis worksheet due by January 7th
- The committee will go over the information, discuss it and then work on creating goals for the next 5 years.
- On December 14 the committee may schedule the retreat.