University Recruitment Committee

**Mission Statement:** The primary mission of the Missouri S&T Recruitment Committee is to make recommendations to the Chancellor on matters pertaining to student recruitment, admissions, financial aid, and other issues related to enrolling the desired student body at Missouri S&T.

**Membership:**

- Up to 10 Faculty Representatives from the five academic focal areas: engineering, business and psychology, Liberal Arts and social science, math and the national sciences.
- The Vice Provosts for Undergraduate, Graduate and Distance programs.
- Directors of the Enrollment Management Units: Admissions, Registrar, Financial Aid, Orientation, Diversity Programs, Women's Programs, and Pre-College Programs.
- Directors of Communications and Marketing units
- Appointees from Residence Life (campus housing), Student Activities, and International Affairs

**Committee Activities:**

In order to carry out the above mission this committee is charged to do the following:

- Identify ways in which to actively involve faculty and staff in the student recruitment process. Additionally, the subcommittee will strive to encourage meaningful connections between prospective/admitted students and the Missouri University of Science and Technology faculty/staff.
- Communicate with internal constituents the need for such connections and provide opportunities for faculty/staff to disseminate a common brand/marketing message regarding the quality and value of a Missouri S&T education. Finally, the committee will compile data regarding the success of these initiatives and provide recognition to those colleges/schools/departments that implement successful recruitment strategies.

**Graduate Recruitment**

- Contribute to the furtherance of University goals for achieving the appropriate mix of graduate and undergraduate students
- Recommend graduate enrollment objectives to the Division of Research and Graduate Studies’ Graduate Enrollment Plan and periodically review these objectives
- Recommend recruitment strategies for meeting graduate enrollment goals
- Assess graduate program structures for congruence with potential career paths and other objectives
- Evaluate data on graduate student placement
- Make recommendations to the Vice Provost and Dean on any other issues related to graduate enrollment the committee discovers

While these activities are necessary in order to make recommendations and identify potential problems/issues that need further investigation and/or action, it is not necessary for all these activities to be done yearly. It is the responsibility of the committee members to identify areas to be dealt with each year.
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Standing Agenda

Meeting Date: Every second Thursday of the Months August - June
Meeting Time: 3:00 to 4:30
Meeting Location: Silver and Gold Conference Room, Havener Center
Committee Chair: Jay Goff, Vice Provost and Dean for Enrollment Management
Committee Secretary: Shannon Stites, Administrative Assistant, Enrollment Management

Agenda

I. Vice Provost and Dean of EM Update (15-20 minutes)
II. Admissions Update (5-10 minutes)
III. Communications Office Update (5-10 minutes)
IV. Financial Aid Update (if needed)
V. Open Discussion on Topics Affecting Student Recruitment
VI. Old Business
VII. Focal Topic for Discussion (30-45 minutes each)

Meeting minutes are filed and stored in the Enrollment Management Office, 207 Parker Hall.

Committee Homepage: http://enrollment.mst.edu/recruitmentcomm.html