

**Welcome Week Advisory Committee Meeting**  
**Wednesday, March 5, 2008**  
**1:00-2:30PM 402 Walter Library**

**Attendance:** Beth Lingren Clark, Mark Bultmann, Mannix Clark, Bill Ganzlin, James Liberman, LeeAnn Melin, Ann Pineles, Jenny Porter, Jerry Rhinehart, Meaghan Thul, Patrick Troup, Jean Underwood, Mary Vincent Franco, Erik Dussault

**I. Welcome & Introductions**

**II. Committee Updates:**

-Some committees are being consolidated as their programming takes off, but others will continue to exist

- Student Leader Training
  - OSCAI & HRL judicial check update
  - REC 5900 course for WWLs
    - 3 credit class offered through Kines. Department about group processing
    - 1 section Welcome Week Leader-specific
    - Can accommodate 25-30 people
    - Can be substituted for leadership workshops
  - Leader # Update: Total WWLs 552
  - Now moving forward and planning leader training

Female 372

Male 180

CBS 33	Honors	
CDes 19	Yes 111	
CEHD 40	No 441	
CFANS 32		
CLA 270	Workshops	
CSOM 95	#WWLs	#of Workshops
IT 51	371	0
Other/Not Specified/Blank 12	142	1
	32	2
Freshmen 309	5	3
Sophomore 172	1	5
Junior 59	1	6
Senior 12		

- Transitioning Student to College (Programming Committee)
  - Program Overview for Friday
    - Take note of key messages from community topics, health, money, and diversity
    - Career development will be added
  - Planning for Success Session Overview (LeeAnn Melin)
    - “Choose your own adventure” style with ‘clickers’
      - Students will vote on choices for each year, and watch videos of upperclassmen talking about the pros and cons of those choices
      - In between each year there will be an interactive activity

- Planning model: I-Plan for Success

- Engagement planner
- Graduation planner

Conclusion: group vote for all choices

-Alumni highlights/perspectives

Working on alignment with development outcomes

-Question: Will you emphasize that studying does take up a lot of time and that this is a small amount of time?

-The students will have a time-management session with their

Welcome Week Leader where a student actually plans a week of their time

- Meal logistics changing for Friday
  - After talking to UDS, it was decided that getting students to the dining halls for every meal will be difficult, so there will be 3 locations where the students can grab and go a boxed lunch and continue through the rotation.
- Finance/Budget/Sponsorships
  - Still working on identifying funding sources
    - Beth is working on a form that will highlight what has been done, what still needs to be done
    - Confirming agreements with current sponsors
  - Lead with Target
    - Found connections to people who work at Target and can help get their attention
    - Target could potentially sponsor Sunday (community service day)
    - Still in proposal stages
  - Working with ARC and the vendor fair (James & Kelly are taking the lead)
    - Encouraging vendors to purchase tables for the vendor fair
    - Hoping to get local, corporate, U, food vendors, radio station
    - STA sponsorship in progress
    - Student organizations can also apply to be involved with the fair, as well as other days of Welcome Week, information to be share via SUA by next Friday
    - TCF agreement finalizing
    - UPS agreement finalizing
    - Athletics donation of t-shirts and tickets to a football game in progress
    - Ponchos in case of rain? Possibly could be donated by someone
  - Working on commuter spaces at an even more reduced cost – may only be 250 spaces
    - Met with Metro-Transit
      - Promoting U-Pass
- Convocation
  - Flushing out schedule. Will be very similar in content.
  - Faculty march
  - Theme of past/present
  - Brewster and marching band featured in Spirit section
  - Tickets would sit students with their group

- College Programming
  - Mapping outcomes-assessment workshop to take place in May (after graduation and before orientation)
  - WW will cover facility rental for college day & additional faculty/staff lunches, all other expenses (tech, buses, side trips, staffing) should be included in college budget of \$8/student
    - CLA will be using Mariucci as Northrup is too expensive
  - Faculty FAQ in progress
    - Simple logistic things- space, commuting, being aware of the obstacles Welcome Week will present to normal routine
    - FAQs will go up once we have received feedback and full college contact list
      - Email Jenny the contact numbers by Friday, and any changes you would like to see made as well
      - FAQs will fold in with general WW questions, but will also be a separate PDF
  
- Communication/Marketing
  - [www.welcomeweek.umn.edu](http://www.welcomeweek.umn.edu)
  - Provost Update-date correction, WW starts 8/27, not 8/28
  - FAQ approval – parent & faculty
    - Database search option
    - Should be up the end of the week
  - Campus-wide information sessions:
    - 3/10, 2-3pm: WB-Anderson room 250
    - 3/12, 11-12pm: SP-Borlaug Hall room 335
    - 3/19, 10:30-11:30am: EB-Walter Library room 101
      - Faculty really should come to these
      - Faculty might be gone as one meeting is during spring break
      - Meetings to make sure messages are coming from all over, not just centrally from OFYP

-Bill will work with URelations and press to get message out  
 -Jenny can do a blurb for college and faculty websites  
 -Also send this to the Orientation Advisory Board, communications forum, and senate committees  
 -Info session information will go out 3/6/08  
 -If there is no attendance at the earlier ones, then later ones will have to be scheduled

-Idea for Welcome Week documentary for 2009  
 -This year's First-Year-Photo-Project students could do this  
 -In addition, next year there will be another First-Year Photo Project  
 -Video clips from students in spring reflecting on their WW experience
  
- Commuter Student Programs
  - Parking for commuters is a big concern
  - Transportation for commuters at late night events a concern if they are encouraged to bus
  - Working with Metro Transit to find ways to accommodate students and highlight transit options
    - Incentives for carpooling

- Program to help students find others who live in their area and/or are going to the same event
  - Park 'n Rides / extra buses are already taken by State Fair transportation
- Entertainment/Side Trips/Community Service
  - Reconfiguring the Service Day schedule, Goal of 2,000 off campus service opportunities, currently 850 solidified. In addition, Marriucci will be an Engagement and Volunteer Hub with additional opportunities and conference style sessions on social issues.
    - Have contacts for volunteer opportunities from Health Career Center
    - Hope that STLF will help with on-campus opportunities
    - Also involve Learning Abroad Center's Volunteer Abroad
  - Side Trips – Currently moving forward on proposals with Rec Sports and Athletics.
    - Flag football, broomball
    - Adaptive sports will be available
  - Currently working on “neighborhood” based side trips around the Twin Cities for up to 2,000 students on Saturday.
    - Downtown, Uptown, Lake Street, Loring Park, Stevens
  - Saturday night entertainment will consist of an option of attending The Park at MOA, the State Fair, or the Waterpark of America.
  - Next 3 weeks, communicating with local businesses and corporations
  - MN Daily would like to partner with an ad agency and offer tours of Daily, agency
  - ROTC service opportunities?
  - Year-long service projects
    - Working with neighborhood non-profit organizations regarding service learning and the long-term impacts of service
  - Anchor service as a part of the U's general mission
- Evaluation & Assessment
  - Spring 2008 and Fall 2007 Check-In Results
    - <http://www.ofyp.umn.edu/topnavpgs/facstaff/surveyresults/index.html>
    - Random 500-person sample; 35% response rate
    - Trying to identify themes for change that can be useful for Welcome Week
  - Update on Leaver's Study – will call in April
    - All colleges submitted their spreadsheets
    - Katie looking for patterns and themes within them
  - Submit to present at FYE in Dublin
  - Submit to present at NODA in Boston
  - Mapping out some WW content
- Logistics/RNC - Finalizing classrooms and space
  - Move-in committee scheduled to meet again
    - Deciding when students will move in and how many at a time
    - Rather have it done in the evening as parking isn't as much of an issue then
    - Band, MKO students move in on Tuesday

- Created Media plan in OFYP
    - Idea is to have consistent messaging
  - Combining volunteer opportunities for faculty and staff
    - Move-in
    - Service project
    - Information tables
    - Streamline signing up process
  - RNC/WW Crisis Plan
    - Working on clear communication plan
  - Student Advisory Board
    - Update on last meeting
    - Entertainment- what students will want to do
    - Discussed day set-up and low-key options for evening activities
    - Brainstormed topics for University-based sessions- what would students want to tell incoming freshmen and how would they tell them?
      - E.g., classroom etiquette, how to read a syllabus, etc.
- Meetings the entertainment SUA is handling

**III. Future Meetings:**

Wednesday, April 2, 2008                      1:00 – 2:30PM, Walter Library Room 402

Wednesday, May 7, 2008                      1:00 – 2:30PM, Walter Library Room 402

Wednesday, June 11, 2008                      10AM-NOON, 238A Morrill Hall

-Start of orientation; meeting still scheduled, tentatively

-Meetings beyond June

-Meetings in July, Aug., Sept., will be schedule and can be cancelled if not necessary