

**Welcome Week 2008
Advisory Committee
10/17/07 Notes**

www.ofyp.umn.edu/ww

Committee Members in Attendance:

Laura Coffin Koch, Beth Lingren Clark, Christina Boettcher, Mark Bultmann, Mannix Clark, Bill Ganzlin, Katie Granholm, Andy Howe, Mary Kosir, Sally Lieberman, Laurie McLaughlin, Bill O'Connor, Ann Pineles, Jenny Porter, Meaghan Thul, Maggie Towle, Jean Underwood, Mary Vincent Franco, James Liberman

Discussion Topics:

- Introduce James Liberman
- Welcome Week Website
 - www.welcomeweek.umn.edu
 - First page links by audience (Students—first year and current (leadership), faculty, parents)
 - Links on left—PA Applications (more info), Sponsorship Opportunities (fill out form, what they have to offer), Background (Welcome Week background), News and Media (press info), FAQs
 - Feedback and possible website additions
 - Add submit a question link
 - Check browser problems (Internet Explorer)
 - More audience specific (parents v. students)
 - Make note of questions coming in
 - Add video
 - Search by topic
 - Language use (first year v. freshman, could be confusing)
 - “What is a first-year student”—add to info section
 - Add “who Welcome Week is for” section in info
 - Laura will send a draft of Welcome Week info to faculty and staff
- New Schedule—General Overview of the Week
 - Wednesday:
 - Bookstore- Open to Welcome Week students Wednesday through Friday (not Saturday and Sunday to help reduce traffic)
 - Convocation still big event
 - Multicultural Kickoff—all day, may start on Tuesday
 - Thursday:
 - Lunch—will be discussed more at next meeting
 - De-stressing options for students (popular idea)
 - Keynote (Jermaine Davis)
 - Other department sponsor—i.e. Libraries
 - Friday:
 - Student Employment Fair (rather than job fair), on campus (St. Paul)
 - Ice cream and apples
 - Possibly add a de-stress session
 - Mini-sessions- more than one presentation
 - Topic messaging- peer delivered, interactive

- Requirements- at least attend big sessions
- Select which sessions to attend as a group or meet back after two hours
- EXTRA CAMPUS BUS SERVICE- every 5 minutes
- Saturday
 - Organizations—all in one place or have students visit
 - Gopher game- ask for ticket for every student, provide alternatives for students who do not want to attend the game (shopping at Target)
- Sunday
 - Large project or smaller groups
 - Video montage for small group wrap-up
- Monday
 - Option to meet with small group
 - Neighborhood activities
- Extra things to consider
 - Taking time for religious observances—build this into the week

Committee Updates: Have information available on staff Welcome Week website

▪ **Convocation**

- General consensus- start at 6, have a snack available for faculty
- Student dinner
- Facility, timing, meals

▪ **College Programming Committee**

- Student athletes- tuition, scholarships (credit for Welcome Week), will their scholarship cover it?
- Messages for Orientation and Welcome Week- what messages need to be repeated, which are different

▪ **Commuter Student Programs**

- How many live off but near campus
- Zip codes of local neighborhoods (August- 83/1288 lived “nearby”)
- Send letter to leasing and landlords informing them about Welcome Week—be Welcome Week friendly—400 leaders, “apartment hopping”
- Confirmation process- are they prepared for move-in, what are their lease dates, etc
- PTS- adjacent Park and Ride options
- Breakout session during Orientation- talk about parking for Welcome Week
- Non-traditional students- different options, connect with other non-traditional students, reasons they can’t attend
 - Who’s covering this? Where do they fit in? Exemptions? Fee reimbursement?
 - How to tell if they are a non-traditional student- look at high school graduation dates
 - New parents
 - Possible survey to help identify students who need more attention (part of the confirmation process?)
- Meal plan- Flexdine
- Find an office that works with local landlords
- Confirmed population- exemptions to consider

- **Entertainment/Side Trips/Community Service**
 - Possibly use U of M faculty member as keynote rather than outside of the U
 - Possible Sunday night entertainment (other option rather than free time)
 - Videotape keynote and give out DVD (URelations)
 - Physics Force?
 - Program proposal- send to departments “What do you think?”
- **Evaluation and Assessment**
 - Student participation- tracking system through portal, counts or track individuals, identify demographic of students who are/are not attending, track academic success afterwards? (GPA reports, retention, etc)
 - Use database to identify students (i.e. exempted students, opt-out, band)
 - Actual data
 - Student group in Peoplesoft- help track over time
 - Use x500 to help with tracking
- **Finance/Budget/Sponsorships**
 - Fee- realistically \$300, bring it down? \$10 part of reserve for Welcome Week (backup)
 - Stay within \$290 (\$200 for room and board and transportation)
 - Fee waivers
 - Scholarships- full or partial
 - Companies being larger part of Welcome Week- sponsoring a portion of Welcome Week rather than whole program
 - After the fee is set- post on the Welcome Week website (what is included in the fee—students and parents want to know what they are paying for)
- **Student Advisory Board**
 - Student opinions of program
- **Student Leader Training**
 - Program Assistant applications
 - MCAE- Leaders can apply for both programs
- **Transitioning Student to College**
 - St. Paul proposal
 - Highlights on each campus

Decisions:

- Feedback on schedule
 - Like the idea of having free time
 - Rotation day- logistics for “U Day,” rushed?
 - Open houses for Friday?
 - Organization Fair- Saturday with Gophergating
 - Community day- help build tradition, something to carry through to graduation
 - Messages throughout first year- involvement, traditions, development outcomes, how to communicate to faculty
 - Solidified schedule by end of semester
 - Generally impressed
- Feedback on keynote
 - Jermaine Davis ✓