

**Vernon College
Admissions Committee
Minutes**

**March 3, 2016
9:30 a.m.**

1. Call Meeting to Order – Dean Hite called the meeting to order.

Welcome and Attendance:

<u>Member</u>	<u>Present</u>	<u>Not Present</u>
Joe Hite, Chair	X	
Dr. Gary Don Harkey	X	
Melissa Elliott	X	
Amanda Raines	X	
Diana Shipley	X	
Brandy Lowery		X
Bettye Hutchins		X
Belinda Alberry	X	
Jackie Polk	X	
Clara Gregory	X	
Gabriela Nesbitt	X	
Katherine Kennedy		X

Action Items:

2. Melissa Elliott made the motion, seconded by Mrs. Raines to Approve the Minutes of the March 9, 2015 Meeting. No further discussion was voiced.

The motion passed unanimously.

3. The Purpose and Responsibilities for this Committee were reviewed and no changes or suggestions were noted.

No action taken.

4. After reviewing the current Policy, Procedures and Categories, Mrs. Raines made the motion, seconded by Ms. Gregory to Approve the General Admission Policy, Enrollment Procedures (with addition of #9), and Admission Categories for the *2016-2017 Vernon College General Catalog* as presented, with no changes noted.

The motion passed unanimously.

5. The Program Admission Requirements were reviewed for CSME, EMSP, HITT, RNSG, VNSG, PHRA, SRGT, CJLE, CHEF, DNTA, and MDCA. The additional CE programs were noted and several changes and corrections were discussed. Dr. Harkey made the motion, seconded by Mrs. Shipley to Approve the Special Program Admission Requirements criteria for the *2016-2017 Vernon College General Catalog* as presented.

The motion passed unanimously.

6. After a review and comparison of the General Admission Policy and Mission Statement, Dr. Harkey made the motion, seconded by Mrs. Raines to affirm that current Admissions Policies are consistent with the Mission of Vernon College.

The motion passed unanimously.

7. The addition of a #9 under "Enrollment Procedures" in the catalog, which will concern applying for financial aid, was discussed and recommended for the *2016-2017 Vernon College General Catalog*.

No formal action was required.

8. Reviewed and discussed the proposed changes to Concurrent Enrollment admission due to legislative action.

No formal action was required.

9. Reviewed and discussed the proposed catalog admission category title change from "Provisional Admission" to "Conditional Admission" to agree with Department of Education terminology.

No formal action was required.

10. Other business. No other business was brought forth at this time.

11. There being no further business, Mrs. Elliott made the motion, seconded by all, to adjourn the meeting at 10:45 a.m.