



**COLLEGE COUNCIL  
MINUTES – FOR APPROVAL**

**December 6, 2017  
3:00 – 5:00 p.m.  
Library Athenaeum**

**Present:** Randy Basinger, Jamie-Claire Chau, John Chopka, Leah Clarke, Angela Hare, Kris Hansen-Kieffer, Kimberly Hawkins, Rhonda King, Caroline Maurer, Paula Maynard, Stephanie Patterson, Rob Pepper, Kim Phipps, Peter Powers, Richard Roberson, Sheryl Scaramuzzino, Richard Schaeffer, Kathie Shafer, William Strausbaugh, Katie Voorhies, David Walker, Samuel Wilcock

**Absent:** Todd Allen, Amanda Coffey, Richard Crane, Lew Gladfelter, Barry Goodling, Carla Gross, Jon Stuckey

**Chair:** David Walker

**Minutes Recorder:** Melissa Cohen

**Minutes and welcome** .....David Walker

David Walker, vice president for finance and planning, welcomed council members. Minutes from the October 5, 2017 meeting were approved.

**Dining Services Institutional Effectiveness Review** .....Kathie Shafer

Kathie Shafer, vice president for operations, presented the 2017 Institutional Effectiveness Review for the dining services office. The assessment recognized that dining services continues to further the mission of the College by consistently meeting the needs of students.

An ongoing challenge for dining services is the changing culture of dining due to a prevalence of food allergies and personal dietary choices related to health. Dining services is now working with the Engle Center dietitian to help assess special dining needs, and last year the Net Nutrition program launched to provide detailed ingredient information to all campus community members via a phone and web app. This allows those dining at campus facilities to see the exact ingredient breakdown of each item being served and filter available options based on dietary needs. The dining staff continues to go through allergy training to ensure that no cross contamination occurs and that students with restrictions have access to appropriate options. Additionally, changes were made to the dining program that allows students to have more flexibility regarding which campus dining facility they choose to visit using their meal plan.

Another challenge for the dining services team involves recruitment of staff. K. Shafer shared that fewer individuals are going into culinary arts today and that there seem to be less quality chefs available, due to the quickly growing restaurant business. The operations team is working on building relationships with local culinary programs and technical schools to fill the current open positions with experienced individuals. Reliable student workers who have consistent attendance are also a challenge for this team, so they continue to work with HR to consider how to fill and manage these student positions.

The catering department has consistent records of providing high quality customer service and continues to exceed revenue goals while remaining under budget for expenses. In the past year, the catering department has launched itself as “Two Bridges Catering” and is beginning to cater events in the external community. Over the coming months, the catering team will continue to work on their business plan to bring in new clients and revenue.

The committee accepted the report as presented.

**Enrollment Snapshot/Budget Update**.....David Walker  
John Chopka, vice president for enrollment management, gave an overview of the current admissions cycle. Fall 2018 numbers are tracking well in terms of admittances and deposits, financial aid packages are being distributed within the week, and scholarship events will begin in January 2018. Right now the new and transfer numbers are six behind last year at this time, but the admissions team is hopeful that that gap will be bridged. The financial aid team will be evaluating the impact that the current first year class is having over the course of this fiscal year.

D. Walker provided a brief update on enrollment/finances and gave an overview of where the College stands financially for the current fiscal year. He noted that a significant portion of planning efforts are currently focused on retention, and that course registrations for j-term and spring are used as a barometer for the budget. A more detailed look at the current and future budgets will be provided at the spring meetings.

A question was raised regarding what effect the current tax plan has on college operations and annual giving. D. Walker responded that currently the House and Senate are providing different views, so it is hard to tell at the moment. The changes could potentially affect tuition remission and have a large impact on employees with children who enroll at Messiah. If the cost of prospective borrowing increases, costs would be added to the College’s operating fund. D. Walker also noted that there are concerns regarding the cost of student loan borrowing, which may lead to students “shopping” based on price more so than they do currently. The rise in standard deduction may also significantly impact the willingness of donors.

President Phipps added that she is sending an email to all employees early next week with information on how to contact legislators and what the changes would mean specifically to Messiah’s employees. Both President Phipps and D. Walker have written to the College’s senators and representatives regarding this issue. Advocacy work is currently being conducted on the College’s behalf through the National Association of Independent Colleges and Universities (NAICU) and the Council for Christian Colleges and Universities (CCCU).

The meeting adjourned at 3:37 p.m.

Submitted by,  
Melissa Cohen  
Executive Assistant to the President  
Assistant to the Board of Trustees