

**MARIETTA COLLEGE  
PLANNING COMMITTEE  
Minutes**

The fifth meeting of the Planning Committee for the 2004-05 academic year convened at 3:00 p.m. on November 19, 2004 in the President's Conference Room, Dr. Jean A. Scott in the chair.

*Present:* Jean A. Scott, Chair, Daniel Bryant, Michael Conte, Gary G. Craig , Sue DeWine, David C. Freeman, Constance Golden, Debora A. Lazorik, Kathryn N. McDaniel (from 3:10), Sidney Potash, Steven E. Spilatro, Gloria Stewart, Lon S. Vickers, Suzanne H. Walker, Melissa Yusko (from 3:20); Fraser G. MacHaffie, Secretary.

1. Administrative Units Review

(a) Student Accounts

Review of the unit continued with consideration of the responses to questions developed by the committee at its previous meeting. The student billing statement was considered and the committee confirmed the view of many parents that the layout was confusing. After identifying recommendations including exploring possibility of increased benchmarking data, re-examining the layout of the student bill, the review was concluded and Drs. DeWine and Golden charged with writing up a report.

(b) McDonough Center

Review of the unit continued with consideration of the responses to questions developed by the committee at its previous meeting. Discussion included the need for some fine-tuning in benchmarking, the relationship among number of first year students enrolling in the McDonough program and retention within the program and overall, and projections for revenue stream from the endowment. The review was concluded and Drs. Vickers and McDaniel charged with writing up a report.

2. Next meeting

The next meeting was scheduled for Friday December 3, 2004 at 3:00 p.m. when the review of the International Programs and the Career Center would be taken up.