



# Admissions Committee

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## **Committee Charter/Purpose:**

The Committee makes admission decisions regarding new undergraduate applicants based upon admissions requirements as established by the South Dakota Board of Regents and the University.

## **Committee Structure/Composition and Term:**

The committee consists of:

- Associate Vice President for Enrollment Management
- Student Success Center Director
- Director of Ivanhoe International Center
- Four Faculty members
- Admissions representative
- One Student Development or Student Success staff member
- Professor of Military Science
- Admissions Application Processor (non-voting ex-officio recorder)

The committee shall be led by a Chair, who is permanently established as Associate Vice President for Enrollment Management. Membership on the committee is not term based.

## **Committee Meeting Schedule:**

The committee shall meet on a regular basis (typically weekly) during the admission cycle.

## **Committee Membership:**

- Molly Moore (Chair, Associate VP for Enrollment Management)
- Alyssa Shipper (Assistant Director of Admissions)
- Susan Satter (Testing Center and Success Advisor)
- Beth Riley (Director, Ivanhoe International Center)
- Michael Dowding (Lecturer, Physics)
- Ardell Knudson (Instructor, Mechanical Engineering)
- Bryce Tellman (Assistant Professor, HASS)
- Erin Handberg (Lecturer, Mathematics)
- Jason Cautrell (Operations Officer, Military Science)
- Corinne Heiberger (Director, Career Services)
- Genene Sigler (Admissions Application Processor/ex-officio)

**LAST UPDATED:** July 2025

**REFERENCE:** [SDBOR 2:3](#),



**SOUTH  
DAKOTA  
MINES**