

Enrollment Management Subcommittee
January 13, 2016, 3:30PM
UC Room 233

Minutes (approved 2/10/2016)

Members in attendance:

Jaeyoon Kim, ARTS (to 2016)
Frankie Denise Powell, EDUC (to 2016)
Robin Snead, LETT (to 2017)
Rachel Smith, NS&M (to 2017)
Emily Neff-Sharum, S&BS (to 2016)
Melissa Schaub, Associate Vice Chancellor for Enrollment (ex officio)
Garrison Davis, Student Government Association Representative

- I. The meeting was called to order at 3:35pm
- II. The minutes of the November meeting we approved. ([Appendix A](#))
- III. The agenda was adopted as circulated.
- IV. Report from the Chair
 - a. Minutes from the Advising and Retention Council were received. ([Appendix B](#) and [Appendix C](#))
 - b. The working group for military student success changes met to construct a draft of the new policies and language ([Appendix D](#)) for the subcommittee to consider which has been endorsed by Mike Clawson from the Office of Military and Veterans services who was on the committee that drafted the original guidelines on GA level.
 - c. Approval for distribution of a survey on online attendance policies was granted by Senate Executive Committee with minor changes requested. This will be distributed in the near future.
 - d. Electronic withdrawal forum report-
Although faculty attendance was relatively low several suggestions were made:
 - 2 week timeframe for getting approval from all parties with reminders every three days. The final reminder (only) should be sent to Chair. If the advisor or instructor is not responsive, the request will go to his/her Chair. For undecided majors, the advisor request should go to the Advising Center
 - There should be a "Pending" button for instructors/advisors to allow time for consultation with student.
 - Participants felt the portal should be open so that instructor and advisor can see the progress of the request.
 - The order of requests for approval for a linear system should be advisor first, instructor second but there was no strong preference for a linear vs. nonlinear system.
- V. Report from Dr. Schaub, Associate Vice Chancellor of Enrollment

- Enrollment is up 181 over spring 2015, mainly due to lower number of suspended freshman due to policy change. The greatest increase in retention is in continuing students, not new students. 5916 is the total enrollment which is very close to the enrollment goal and this includes 115 new transfers.
- The Emerging Scholars began in the fall by inviting new students who registered for one of the latest orientation sessions (which had previously been shown to be an indicator of academic difficulty) to take the Strategies for Success class in order to prevent them from being placed on probation.
- The ASC lead by Derek Oxendine held the Midyear Academy last Friday (1/8) at which students who were put on probation after last semester were asked to attend. Over 230 students attended. The program defined what probation is, how to get off it, discussed time management and study skills, administered the LASSI (Learning and Study Strategies Inventory), and advised them individually to help them to adjust their schedules in keeping with the 13 hours maximum requirement of probation.
- Admissions for the class entering in 2016 look good with a projected class in the ballpark of our 2015-16 freshman class, which was quite large.

VI. Unfinished Business

- a. Review draft policy to come into compliance with the UNC Policy changes 700.7.1[R] Regulations for Military Student Success ([Appendix D](#))

The subcommittee passed a motion (6 for, 1 against) to remove the section entitled Military Student Success policy from the proposed changes to the catalog and make that a separate document which will be available on the Registrar's website. Several changes were made to this section but it was confirmed that the single point of contact for students being deployed would be the AVC for Enrollment. The subcommittee decided that a new form will need to be developed to indicate what option deployed students had selected for each course in which he/she was enrolled. This form would include a contract of coursework to be completed should the student choose to complete the course by an alternative format or a IM (Military Incomplete). For the February meeting of the subcommittee, the working group will again revise the policy language for the catalog in response to the feedback to the subcommittee.

VII. New Business

None.

VIII. Announcements

The next meeting of EMS will be February, 10, 2016. The Incomplete Contract discussion will be on the February agenda.

IX. The meeting was adjourned at 5:05pm