

Enrollment Management Subcommittee Meeting Minutes

Wednesday, January 10, 2007

Education Building Room 211

Present: Sara Brackin, Jackie Clark, Judy Curtis, Carol Higy, Jonathan Maisonpierre, Sandra Richardson-Cox, James Robinson, Kay Oxendine (representing SGA and staff council guest)

Absent: Maria Pereira

1. Call to Order

Chair Carol Higy called the meeting to order at 3:36 p.m.

2. Approval of Minutes

Minutes from November 8, 2006, were approved with the correction of the next meeting date.

3. Approval of Agenda

Agenda was approved.

4. Report from Chair

- a. Dr. Higy reported that Associate Vice Chancellor for Academic Affairs William Gash will make a presentation at the February meeting.
- b. Dr. Higy announced that Maria Pereira will be replaced on the committee because she has a spring semester class meeting time conflict.

5. Reports from Registrar and VC of Enrollment Management

- a. Registrar Sara Brackin reported on Banner progress and winter graduation.
 1. Students will be registered using Banner in April for next fall's semester. A mock Banner registration will take place in February, and a test will take place in March. Summer registration will use the old system.
 2. A record 484 students graduated in December. Dr. Higy asked if a separate summer graduation ceremony might be added in the future. The Registrar thought the Chancellor only favors two graduation ceremonies. Students who graduate in the summer have their degrees conferred in December. The football field will be another venue for graduation in the future.
- b. Vice Chancellor for Enrollment Management Jackie Clark reported.
 1. VC Clark said enrollment showed 5411 students registered as of 8:40 a.m. the third day of the semester. At that same time last year, 5247 students were registered. That represents an increase of 164 students, a 3 percent increase. At the same time last year, they had an 8 percent increase. She said there's a big difference in distance ed registration, down several hundred students. More may register. Students were dropped for non-payment the day before classes started. Registrar Brackin said she will send a reminder to faculty to check rosters.
 2. The previous Saturday a little more than 200 students participated in new student orientation with 140 family members, 164 transfers, and 55 walk-ins as of 9 a.m. that day. Additional walk-ins arrived after that time. Students and parents gave positive evaluations about freshman orientation. VC Clark said walk-ins are still being admitted. She noted that some transfer students are admitted conditionally and overall they don't seem to do well.
 3. There is a vacancy in admissions in support staff. A new position in financial aid in enrollment services will manage the scholarship program. They are ready to start interviewing for that position.
 4. VC Clark announced on Jan. 18 a delegation from UNCP will meet with Cape Fear Community College to consider a new site there for UNCP. UNCW raised its transfer minimum gpa and is no longer serving the needs of some students in that region. UNCP may be able to serve those students.
 5. Director of the Center for Academic Excellence Sandra Richardson-Cox reported. She confirmed that students are still being enrolled. There are six freshman seminar

sections in the spring semester. She is teaching a section of 20 students who are repeating the course. Brave Wire, which began last semester, is being used again this semester. It's a pilot program where students do assignments online and moves away from the need for a textbook. Goal Quest also is being used.

6. Old Business

- a. Registrar Brackin explained adjustments her Office has made in response to the previous discussions about student declaration of major. The previous system has been re-instituted.
 1. All in-coming freshmen will be listed as undeclared.
 2. All students in Freshman Seminar will have their Freshman Seminar instructor as their advisor.
 3. To declare a major, students will have to present the Declaration of Major form.
 4. The committee agreed to table any further changes until Banner has been implemented next Fall.

7. New Business

- a. Registrar Brackin alerted the committee that modifications will have to be made to the Banner program to accommodate the changes passed last year to the academic warning, probation, and suspension policy. A customized fix will have to be written, which will have a cost. She noted that if the committee wants to revisit changes to the policy or make new changes, these should be done before the modifications are made.
 1. VC Clark said she didn't think the committee should redo what they passed.
 2. Chair Higy said the committee looked at the policy last year and made a new scale that's now in place.
 3. After considerable discussion, the committee agreed they wanted to keep the policy the committee wrote and Faculty Senate passed last year.
- b. The committee discussed a related issue at length. Although policy on warning, probation, and suspension is in effect, Registrar Brackin, VC Clark, Director Richardson-Cox, and Chair Higy expressed concern about the enforcement of those policies and the appeal processes some students are afforded after they are suspended. Students seem to be making multiple appeals. The policy appears not to be enforced in the same way for students who get financial aid and students who do not receive aid.
 1. Dr. Robinson noted that some students require extra attention from advisors to be successful. He favored a holistic look at the system of dealing with problem students. Is it adequate for the type of university we are becoming?
 2. Dr. Maisonpierre suggested gathering data to show the success/failure rate linked to the number of appeals a student makes.
 3. VC Clark and Chair Higy agreed to look at that data.
 4. Registrar Brackin complimented Director Richardson-Cox and the Center for Academic Excellence on the improvements in the advising process that she has instituted. The committee concurred.

8. Announcements

There were no announcements.

9. Adjournment

The meeting was adjourned at 4:58 p.m.

Respectfully submitted,
Dr. Judy Curtis, secretary