

AGENDA  
MEETING OF THE ACADEMIC SUPPORT SERVICES SUBCOMMITTEE  
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE

Tuesday, February 14, 2023, @ 3:30 P.M.

**WebEx <https://uncp.webex.com/meet/robert.arndt>**

Robert Arndt, ARTS (Chair)  
Melinda Rosenberg (LETT)  
Abby Nance, NS&M (Secretary)  
Melissa Buice, S&BS  
Marian Wooten, CHS  
Silvia Smith  
Karen Granger

Jessica Collogan, Dean Library Services  
Vanessa Hawes, Accessibility Resource  
Center  
Elise Dixon, Director Writing Center  
Mark Hunt, Center for Student Success  
Macy Freedman, SGA Senator  
Kristine Costelo Graduate Student Rep

1. Call to Order
2. Approval of the Minutes of the January 2023 Meeting (Appendix A)
3. Approval of the Agenda
4. Reports
  - a) Accessibility Resource Center
  - b) Center for Student Success
  - c) Mary Livermore Library
  - d) Writing Center
5. Old Business
6. New Business
7. Announcements
  - a) Next Meeting—March 14, 2023
8. Adjournment

**Appendix A**

UNAPPROVED MINUTES  
MEETING OF THE ACADEMIC SUPPORT SERVICES SUBCOMMITTEE  
THE UNIVERSITY OF NORTH CAROLINA AT PEMBROKE

Tuesday, January 10, 2023, @ 3:30 P.M.

**WebEx <https://uncp.webex.com/meet/robert.arndt>**

Present:

Robert Arndt, ARTS (Chair)  
Abby Nance, S&BS (Secretary)  
Silvia Smith  
Macy Freedman, SGA Senator  
Karen Granger  
Elise Dixon, Director Writing Center  
Mark Hunt, Center for Student Success  
Melissa Buice, S&BS

Not Present:

Melinda Rosenberg (LETT)  
Marian Wooten, CHS  
Jessica Collogan, Dean Library Services  
Vanessa Hawes, Accessibility Resource  
Center  
Kristine Costelo Graduate Student Rep

1. Call to Order at 3:35
2. Approval of the Minutes of the November 2022 Meeting approved as submitted
3. Approval of the Agenda—approved as submitted
4. Reports
  - a) Accessibility Resource Center-no report
  - b) Center for Student Success-In addition to the report, Mark answered committee questions regarding how many unique students were being captured by Hawk alert data (915) and whether attendance was one of the most frequent for Hawk alerts (it is).
  - c) Mary Livermore Library-no addition to the monthly report.
  - d) Writing Center-In addition to the report, Elise mentioned that the WC needed approximately 20 tutors to meet demand. She was asked if she had funding for that many tutors, and currently she said the WC does not.
5. Old Business -no old business
6. New Business-New committee member Macy asked for feedback on two events. SGA week and Mental Health awareness week are going to happen in February and April respectively.
7. Announcements
  - a) Next Meeting—February 14, 2023
8. Adjournment—meeting adjourned at 4:03 p.m.

Respectfully submitted,  
Abby Nance

Reports:

**CSS Monthly Report**  
**Mark Hunt, Director of Advising**  
**19 January 2023**

**Advising**

- Advising has been expanded to assist incoming Spring 23 Transfer Students

**H.A.W.K. Alerts/Progress Reports**

- November / December 2021 (419) – November / Dec 2022 (209)  
2021 Totals: 3133 / 2022 Totals: 2679

**Probation/Appeals**

- Underway for Spring 2023

**Tutoring/Supplemental Instruction**

- November / Dec 2021: Online: 91 – In-person: 27 – Total: 118
- November / Dec 2021: Online: 132 – In-person: 551 – Total: 683  
2021 Totals: 1379 / 2022 Totals: 2731

**Students Obtaining Academic Resilience (SOAR)**

- August 22 – December 22: 576 Students Served (Group: 308 / Individual: 232)  
2021 Totals: 441 / 2022 Totals: 601

**Academic Success Workshops (Pathways for Success)**

- Dates will be released soon

**Study Hall**

- Dates will be released soon

**Advisor Development Series**

- Dates will be released soon

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**Mary Livermore Library**

- The library is encouraging faculty to consider using the information literacy skills of research and writing techniques led by librarians for their spring classes. We will work with faculty in customizing content for their classes to meet the standards of their assignments. The schedule of library instruction availability is [found here](#), and the [request for instruction is here](#).
- Course reserves directly impact students who have limited financial resources for textbooks and content in your classes. Physical reserves can be made available with materials kept at the circulation desk while online reserves are linked within your Canvas course. Please contact Samuel Jacobs to discuss options available, [samuel.jacobs@uncp.edu](mailto:samuel.jacobs@uncp.edu)

- Livermore Library purchased open access publication subscriptions for select Wiley and Cambridge journals. UNCP affiliates are now eligible for Open Access at no fee. For more information, visit the [Showcase Your Scholarship page](#).

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## Upcoming Events in January and February

### Faculty Research Colloquium Series - Jan 24: 3:30 -4:30pm: Dr. Gerald Neal – Education

### High-Stakes Testing Workshops: Spring 2023

**Date: February 23 / 2 - 3 p.m. / Library Classroom 203**

Mary Livermore Library invites faculty and students to an introductory tutorial for LearningExpress Library Complete/PrepSTEP Academic focusing on high-stakes test prep and skill development including PRAXIS Tests and Nursing Exams.

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## Writing Center

Fall Semester 2022 University Writing Center Report  
Submitted by Dr. Elise Dixon & Dr. Laura Hakala  
Director of the University Writing Center  
January 10, 2023

### Activities and Projects

- Maintain service online and in-person
- Create group sessions for students in the same courses

### Usage Information: Fall 2022

- **728 total consultations** | 2021: 775 total consultations
- **315 individual writers** | 2021: 367 writers
- **495 online consultations** | 2021: 622 online consultations
  - **Live Online Sessions: 212**
  - **Written Feedback Sessions: 283**
- **51% of clients visited one time** | 2021: 56% of clients visited one time
- **49% of clients visited more than one time** | 2021: 44% of clients visited more than one time.
- **318 new clients registered** | 2021: 667 new clients registered

### Fall 2022 Staff

Dr. Laura Hakala, Interim Director

Graduate Student Coordinator:

- Sherry Grant (English)

Undergraduate Student Consultants:

- Lily Monaghan (Sociology/Political Science major)
- Alyse Coggin (English major)
- Clavaria Jefferys (English Ed)
- Linn Brown (Spanish)
- Zaveyan Pearson (English)

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